Cerritos Community College District Procedure

No. 5050

Student Services

AP 5050 STUDENT SUCCESS AND SUPPORT PROGRAM

References:
Education Code, Sections 78210 et seq.;
Title 5, Sections 55500 et seq.;
ACCJC Accreditation Standard II.C.2

The purpose of matriculation is to provide students with the information to establish and achieve realistic educational goals. This is facilitated by a student educational plan.

A student entering into an educational plan will do all of the following:
- express at least a broad educational intent upon admission;
- declare a specific goal no later than the term after which the student completes 15 semester units of degree-applicable credit coursework;
- diligently attend class and complete assigned coursework;
- complete courses and maintain progress toward an educational goal; and
- cooperate in the development of a student educational plan.

The College's matriculation services include, but are not limited to, all of the following:
- processing of the application for admission;
- orientation and pre-orientation services designed to provide to students, on a timely basis, information concerning campus procedures, academic expectations, financial assistance, and any other appropriate matters;
- assessment, orientation, and counseling upon admission, which shall include, but not be limited to, all of the following:
  - administration of assessment instruments to determine student competency in computational and language skills;
  - assistance to students in the identification of aptitudes, interests, and educational objectives, including, but not limited to, associate of arts degrees, transfer for baccalaureate degrees, and career and technical certificates and licenses;
  - evaluation of student study and learning skills;
  - referral to specialized support services as needed, including, but not limited to, federal, state, and local financial assistance; health services; campus employment placement services; Extended Opportunity Programs and Services; campus child care services; programs that teach English as a second language; and services for students with disabilities;
  - advisement concerning course selection; and
  - post-enrollment evaluation of each student's progress, and required advisement or counseling for students who are enrolled in remedial courses, who have not declared an educational objective as required, or who are on academic probation.

The District shall not use any assessment instruments except those specifically authorized by the Board of Governors of the California Community Colleges.
Cerritos AOC: Mandatory Assessment, Orientation, and Counseling

English, math, and reading assessment; new student orientation; and counseling are highly recommended for all students and mandatory for first-time college students who wish to enroll in their first term, subject to established exemption criteria.

Cerritos AOC Exemption Criteria

Students may be exempted from Cerritos AOC, or components of Cerritos AOC, if they have any one of the following:

- an associate’s degree or higher earned from an accredited college or university in the United States;
- 60 units completed at an accredited college or university in the United States;
- full-time enrollment status at another college, university, or high school; or
- a declared educational goal of:
  - advancing in current job and/or career;
  - maintaining job/professional certification or licensure;
  - obtaining a high school diploma or GED; or
  - obtaining personal development.

Students may be exempt from the assessment component of Cerritos AOC if they have completed college coursework in English or ESL, mathematics, and reading with a grade of “C” or the equivalent, or better.

These exemption criteria shall not be used to exempt students from course prerequisites.

Challenges, Appeals, and Violations of Matriculation Regulations

Student challenge of duly adopted matriculation regulations or appeal of individual determinations is subject to consideration by a Cerritos College counselor and/or the Academic Records and Standards Committee.

Assessment, orientation, counseling, prerequisites or co-requisites, and/or any other matriculation regulation believed to have been applied in a discriminatory manner is subject to investigation, adjudication, and referral by the Manager of Employment Services/Faculty and Staff Diversity Officer.

Also see AP 4260 titled Prerequisites and Co-requisites, AP 5052 titled Open Enrollment, AP 5530 titled Student Rights and Grievances

Office of Primary Responsibility: Vice President, Student Services

Date Approved: May 21, 2007
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