

MiraCosta will offer to its students Student Success and Support Program (SSSP) services, including admitting, assessing, orienting, advising, counseling, and monitoring academic progress specified in California Title 5 Student Success and Support Program Regulations section 51024, section 58106, and sections 55500 through 55534. The process of SSSP services brings the student and the district into agreement regarding the student's educational plan through the district's established programs, policies, and requirements.

SSSP services include, but are not limited to, all of the following:

- A. Orientation and pre-orientation services designed to provide students, on a timely basis, information concerning campus procedures, academic expectations, financial assistance, and any other appropriate matters.
- B. Development of an abbreviated student educational plan and a comprehensive student educational plan by the end of the third term, but no later than the completion of fifteen (15) degree-applicable units.
- C. Assessment and counseling upon enrollment, which shall include but not be limited to, all of the following:
 - 1. Administration of assessment instruments to determine student competency in computational and language skills, and to determine appropriate course placement.
 - 2. Assistance to students in the identification of aptitudes, career, and educational goals, including but not limited to, associate of arts degrees, transfer for baccalaureate degrees, and vocational certificates and licenses.
 - 3. Evaluation of student study and learning skills.
 - 4. Referral to specialized support services as needed, including but not limited to federal, state, and local financial assistance; health services; mental health services; campus employment-placement services;

extended-opportunity programs and services; campus childcare services programs that teach English as a second language; and disabled student services.

5. Counseling and advisement concerning course selection.
6. Follow-up services and required advisement or counseling for students who are enrolled in basic skills courses and have not declared an educational objective as required, or who are on academic probation.

The district shall use assessment instruments that have been specifically authorized by the California Community Colleges Board of Governors.

Exemption from the SSSP Priority Enrollment Process

New students who complete orientation, advisement, math and English placement tests, and an abbreviated student educational plan receive priority enrollment. Administrative Procedure 5055, Student Enrollment Limitations and Priorities, provides information on priority enrollment. Students who meet one of the criteria below can be exempt from the matriculation process but do not receive priority enrollment:

- A. The student was exempt during a previous semester.
- B. The student has earned an associate or higher degree from an accredited institution.
- C. The student has previously attended another college and/or indicated on the application for admission one of the following as an educational goal:
 1. Discover/formulate career interests, plans, and goals.
 2. Prepare for a new career (acquire job skills).
 3. Advance further in current job/career (update job skills).
 4. Maintain certificate or license (e.g. nursing, real estate).
 5. Personal interest; no intention to use credit for certificate, degree, or transfer.
 6. Complete credits for high school diploma or GED.

Exemption from Assessment (Testing Only)

To be exempt from the assessment component of SSSP services, a student must meet one of the following conditions:

- A. The student has completed the prerequisite course with a grade of C or higher (transcript or grade report required) at another college for any math or English course(s) in which the student wishes to enroll.

- B. The student has taken an approved assessment test that can be used to meet the prerequisite for math or English course(s) in which the student wishes to enroll.

Exempt students are not required to participate in the SSSP services process, but are encouraged to do so. Exempted students do not earn early enrollment privileges.

Opt-Out Provision

Students have the right to challenge or appeal any step in the SSSP services process by contacting the dean of student support. To challenge a course prerequisite or co-requisite, students must contact the Admissions and Records Office on either campus. Students may refuse to participate in any SSSP service; however, refusal will not entitle students to early-enrollment privileges or to waive course prerequisites or co-requisites.

Students are responsible for expressing broad educational intent upon admission and for declaring a specific educational goal by the time fifteen (15) semester units have been completed. Students are also responsible for attending class, completing assignments, arranging counseling appointments, and maintaining progress toward educational goals.