
San Bernardino Community College District
Board Policy
Chapter 5 – Student Services

BP 5050 STUDENT SUCCESS AND SUPPORT PROGRAM

(Replaces current SBCCD BP 5050)

NOTE: The language in red ink is legally required.

❖ From current SBCCD BP 5050 titled Matriculation

Student Success for San Bernardino Community College District students means more than just obtaining degrees, transfer, certificate, or career advancement. It also means the achievement of the individual student's self-established educational goals including completing a specific course, program, career and/or technical education to maximize the skills necessary for becoming a better person, worker, and/or citizen. Student Success is not merely an outcome, but also a process. It's a journey that encompasses multiple levels of achievement and milestones such as abilities to: analyze, synthesize, and evaluate information; effectively communicate with others; achieve proficiency in subjects including science, mathematics, computer/technical skills, world languages, history, geography, and global awareness; collaboratively work in culturally diverse settings; be leaders who see projects through to completion; be responsible decision makers who are self-motivated; be active civic participants; and be ethical individuals who are committed to their families, communities, and others. Student Success is everyone's responsibility demonstrated through role modeling, support, opportunity, equity, and social justice.

The Board's commitment to Student Success is to ensure the availability of resources for the colleges to achieve the goals and objectives as stated in their college planning documents.

The District shall provide ~~matriculation~~ **Student Success and Support Program** services to students for the purpose of furthering equality of educational opportunity and academic success. The purpose of ~~matriculation~~ **Student Success and Support Program services** is to bring the student and the District into agreement regarding the student's educational goal through the District's established programs, policies, and requirements.

43 The Chancellor is responsible for establishing procedures to assure implementation of
44 matriculation Student Success and Support Program services that comply with the Title
45 5 regulations.

46
47 **References:** Education Code Sections 78210, et seq.;
48 Title 5, Sections 55500 et seq.
49 ACCJC Accreditation Standard II.C.2

51 **NOTE:** The **red ink** signifies language that is **legally required** and recommended by the Policy and
52 Procedure Service and its legal counsel (Liebert Cassidy Whitmore). This policy reflects
53 updates/revisions from the Policy and Procedure Service in February 2008 and October 2013. The
54 language in **black ink** is from current SBCCD BP 5050 titled Matriculation adopted on 6/10/04. The
55 language in **blue ink** is included for consideration.

56 **Adopted: 6/10/04**
Revised:

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COMMENTS

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| <u>BP or AP #</u> | <u>Representative group</u> | <u>COMMENT</u> | <u>RESPONSE</u> |
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Legal Citations for BP 5050

EDUCATION CODE SECTIONS 78210 et seq.

EDUCATION CODE - EDC

TITLE 3. POSTSECONDARY EDUCATION [66000 - 101060]

(Title 3 enacted by Stats. 1976, Ch. 1010.)

DIVISION 7. COMMUNITY COLLEGES [70900 - 88651]

(Division 7 enacted by Stats. 1976, Ch. 1010.)

PART 48. COMMUNITY COLLEGES, EDUCATION PROGRAMS [78015 - 79210]

(Part 48 enacted by Stats. 1976, Ch. 1010.)

CHAPTER 2. Courses of Study [78210 - 78300]

(Chapter 2 enacted by Stats. 1976, Ch. 1010.)

ARTICLE 1. Student Matriculation [78210 - 78219]

(Heading of Article 1 renumbered from Article 1.5 by Stats. 1993, Ch. 8, Sec. 35.)

78210.

This article shall be known and may be cited as the Seymour-Campbell Student Success Act of 2012.

(Amended by Stats. 2012, Ch. 624, Sec. 3. Effective January 1, 2013. Note: See provision in Section 78218 making operation contingent upon funding.)

78211.

It is the intent of the Legislature to do all of the following:

- (a) Ensure equal education opportunity for all Californians.
- (b) Provide students with the resources and support to establish informed educational choices aligned with their academic and career goals.
- (c) Ensure that students receive the educational services necessary to optimize their opportunities for success in completing their educational goals and courses of study.

95 (d) Recognize that student success is the responsibility of the institution and
96 student, supported by well-coordinated and evidence-based student and
97 instructional services to foster academic success.

98 (e) Target state resources on the provision of critical student services, such as
99 counseling and student advising, and identify a broad array of service delivery
100 mechanisms that can effectively reach a greater number of students.

101 (f) Recognize the importance for community college districts of establishing
102 local and regional partnerships with school districts, workforce agencies, and
103 other system partners to leverage resources to assist students in exploring
104 career options, preparing for college, and developing and achieving educational
105 goals and plans.

106 *(Amended by Stats. 2012, Ch. 624, Sec. 4. Effective January 1, 2013. Note: See provision in Section 78218*
107 *making operation contingent upon funding.)*

108 **78211.5.**

109

110 (a) The purpose of the Seymour-Campbell Student Success Act of 2012 is to
111 increase California community college student access and success by providing
112 effective core matriculation services, including orientation, assessment and
113 placement, counseling, and other education planning services, and academic
114 interventions. The focus of the Seymour-Campbell Student Success Act of 2012
115 is on the entering students' transition into college in order to provide a
116 foundation for student achievement and successful completion of students'
117 educational goals, with a priority toward serving students who enroll to earn
118 degrees, career technical certificates, transfer preparation, or career
119 advancement. The Seymour-Campbell Student Success Act of 2012 targets
120 state resources on core matriculation services that research has shown to be
121 critical in increasing the ability of students to reach their academic and career
122 goals. By focusing funding in these core areas and leveraging the use of
123 technology to more efficiently and effectively serve a greater number of
124 students, the goal of the Seymour-Campbell Student Success Act of 2012 is to
125 provide students with a solid foundation and opportunity for success in the
126 California Community Colleges.

127 (b) Any college or district receiving funding under this article shall agree to
128 carry out its provisions as specified, but shall be bound to that agreement only
129 for the period during which funding is received pursuant to this article. The
130 obligations of the college or district under the agreement shall include, but not
131 be limited to, the expenditure of funds received pursuant to this article for only
132 those services approved by the board of governors and the contribution toward

133 the purposes of this article of matching funds as the board of governors may
134 require pursuant to Section 78216.

135 *(Amended by Stats. 2012, Ch. 624, Sec. 5. Effective January 1, 2013. Note: See provision in Section 78218*
136 *making operation contingent upon funding.)*

137 78212.

138

139 (a) (1) For purposes of this article, "matriculation" means a process that brings
140 a college and a student into an agreement for the purpose of achieving the
141 student's educational goals and completing the student's course of study. The
142 agreement involves the responsibilities of both parties to attain those objectives
143 through the college's established programs, policies, and requirements including
144 those established by the board of governors pursuant to Section 78215.

145 (2) The institution's responsibility under the agreement includes the provision of
146 student services to provide a strong foundation and support for their academic
147 success and ability to achieve their educational goals. The program of services
148 funded through the Seymour-Campbell Student Success Act of 2012, which
149 shall be known and may be cited as the Student Success and Support Program,
150 shall include, but are not necessarily limited to, all of the following:

151 (A) Orientation services designed to provide to students, on a timely basis,
152 information concerning campus procedures, academic expectations, financial
153 assistance, and any other matters the college or district finds appropriate.

154 (B) Assessment before course registration, as defined in Section 78213.

155 (C) Counseling and other education planning services, which shall include, but
156 not necessarily be limited to, all of the following:

157 (i) Counseling and advising.

158 (ii) Assistance to students in the exploration of educational and career interests
159 and aptitudes and identification of educational objectives, including, but not
160 limited to, preparation for transfer, associate degrees, and career technical
161 education certificates and licenses.

162 (iii) The provision of information, guided by sound counseling principles and
163 practices, using a broad array of delivery mechanisms, including technology-
164 based strategies to serve a continuum of student needs and abilities, that will
165 enable students to make informed choices.

166 (iv) Development of an education plan leading to a course of study and
167 guidance on course selection that is informed by, and related to, a student's
168 academic and career goals.

169 (D) Referral to specialized support services as needed and available, including,
170 but not necessarily limited to, federal, state, and local financial assistance;

171 health services; career services; veteran support services; foster youth
172 services; extended opportunity programs and services provided pursuant to
173 Article 8 (commencing with Section 69640) of Chapter 2 of Part 42 of Division
174 5; campus child care services provided pursuant to Article 4 (commencing with
175 Section 8225) of Chapter 2 of Part 6 of Division 1 of Title 1; programs that
176 teach basic skills education and English as a second language; and disabled
177 student services provided pursuant to Chapter 14 (commencing with Section
178 67300) of Part 40 of Division 5.

179 (E) Evaluation of each student’s progress and referral to appropriate
180 interventions for students who are enrolled in basic skills courses, who have not
181 declared an educational goal as required, or who are on academic probation, as
182 defined by standards adopted by the Board of Governors of the California
183 Community Colleges and community college districts.

184 (3) The student’s responsibilities under the agreement include, but are not
185 necessarily limited to, the identification of an academic and career goal upon
186 application, the declaration of a specific course of study after a specified time
187 period or unit accumulation, as defined by the board of governors, diligence in
188 class attendance and completion of assigned coursework, and the completion of
189 courses and maintenance of academic progress toward an educational goal and
190 course of study identified in the student’s education plan. To ensure that
191 students are not unfairly impacted by the requirements of this chapter, the
192 board of governors shall establish a reasonable implementation period that is
193 phased in as resources are available to provide nonexempt students with the
194 core services pursuant to this section.

195 (b) Funding for the Student Success and Support Program shall be targeted to
196 fully implement orientation, assessment, counseling and advising, and other
197 education planning services needed to assist a student in making an informed
198 decision about his or her educational goal and course of study and in the
199 development of an education plan.

200 *(Amended by Stats. 2012, Ch. 624, Sec. 6. Effective January 1, 2013. Note: See provision in Section 78218*
201 *making operation contingent upon funding.)*

202 [78213.](#)

203

204 (a) No district or college may use any assessment instrument for the purposes
205 of this article without the authorization of the board of governors. The board of
206 governors may adopt a list of authorized assessment instruments pursuant to
207 the policies and procedures developed pursuant to this section and the intent of

208 this article. The board of governors may waive this requirement as to any
209 assessment instrument pending evaluation.

210 (b) The board of governors shall review all assessment instruments to ensure
211 that they meet all of the following requirements:

212 (1) Assessment instruments shall be sensitive to cultural and language
213 differences between students, and shall be adapted as necessary to
214 accommodate students with disabilities.

215 (2) Assessment instruments shall be used as an advisory tool to assist students
216 in the selection of appropriate courses.

217 (3) Assessment instruments shall not be used to exclude students from
218 admission to community colleges.

219 (c) The board of governors shall establish an advisory committee to review and
220 make recommendations concerning all assessment instruments used by districts
221 and colleges pursuant to this article.

222 (d) For purposes of this section, "assessment" means the process of gathering
223 information about a student regarding the student's study skills, English
224 language proficiency, computational skills, aptitudes, goals, learning skills,
225 career aspirations, academic performance, and need for special services.
226 Assessment methods may include, but not necessarily be limited to, interviews,
227 standardized tests, attitude surveys, vocational or career aptitude and interest
228 inventories, high school or postsecondary transcripts, specialized certificates or
229 licenses, educational histories, and other measures of performance.

230 *(Amended by Stats. 2012, Ch. 624, Sec. 8. Effective January 1, 2013. Note: See provision in Section 78218*
231 *making operation contingent upon funding.)*

232 **78214.**

233

234 (a) All participating districts shall, with the assistance of the chancellor,
235 establish and maintain institutional research to evaluate the effectiveness of the
236 Student Success and Support Program described by this article and of any other
237 programs or services designed to facilitate students' completion of their
238 educational goals and courses of study.

239 (b) The metrics for this research shall include, but not be limited to:

240 (1) Prior educational experience, including transcripts when appropriate, as
241 determined by the chancellor.

242 (2) Educational goals and courses of study.

243 (3) Criteria for exemption from orientation, assessment, or required counseling
244 or advisement, if applicable.

245 (4) Need for financial assistance.

246 (5) Disaggregated data by ethnicity, gender, disability, age, and socioeconomic
247 status, to the extent this information is available.

248 (6) Academic performance, such as the completion of specified unit thresholds,
249 success in basic skills courses, grade point average, course completion
250 outcomes, transfer readiness, and degree and certificate completion.

251 (7) Any additional information that the chancellor finds appropriate.

252 (c) The evaluation provided for by this section shall include an assessment of
253 the effectiveness of the programs and services in attaining at least the following
254 objectives:

255 (1) Helping students to define their academic and career goals and declare a
256 course of study.

257 (2) Assisting institutions in the assessment of students' educational needs and
258 valid course placement.

259 (3) Helping support students' successful course completion and goal attainment.

260 (4) Matching institutional resources with students' educational needs.

261 *(Amended by Stats. 2012, Ch. 624, Sec. 9. Effective January 1, 2013. Note: See provision in Section 78218*
262 *making operation contingent upon funding.)*

263 **78215.**

264
265 (a) The Board of Governors of the California Community Colleges, in
266 consultation with students, faculty, student service administrators, and other
267 key stakeholders, shall establish policies and processes for all of the following:

268 (1) Requiring all nonexempt students to complete orientation and assessment
269 and to develop education plans.

270 (2) Exempting students from participation in orientation, assessment, or
271 required education planning services under this article.

272 (3) Requiring community college districts to adopt a student appeal process.

273 (b) To ensure that students are not unfairly impacted by the requirements of
274 this chapter, these policies and processes shall be phased in over a reasonable
275 period of time as determined by the board of governors in consideration of the
276 resources available to provide the core services identified in Section 78212.

277 (c) It is the intent of the Legislature that these policies and processes be
278 developed and implemented only as resources are provided and utilized by
279 community college campuses to provide the student support services, individual
280 counseling and advising, and technology-based strategies necessary to ensure
281 that students can successfully meet the requirements of this section.

282 *(Amended by Stats. 2012, Ch. 624, Sec. 10. Effective January 1, 2013. Note: See provision in Section 78218*
283 *making operation contingent upon funding.)*

284 [78216.](#)

285

286 (a) The Legislature recognizes that community college districts are currently
287 funding various components of student matriculation through existing
288 orientation, counseling and advising, education planning, assessment, and other
289 student services, but that adequate student matriculation and implementation
290 of the Student Success and Support Program strategies cannot be realized
291 without supplemental funding support.

292 (b) The board of governors shall develop a formula for allocating the funding for
293 the Student Success and Support Program to implement the services identified
294 in Section 78212 at community colleges. The formula shall include the
295 requirement that the districts or colleges contribute matching funds in an
296 amount to be established by the board of governors in each case, and shall
297 reflect, but not be necessarily limited to, other considerations as follows:

298 (1) The number of students to receive services at each college.

299 (2) The number of students who received orientation, assessment, counseling
300 and advising, and other education planning services.

301 (3) The requirement that funds for the Student Success and Support Program
302 services be expended only for services approved by the board of governors.

303 (4) The requirement that any district or college receiving funding pursuant to
304 this section agree to implement this article, implement the board of governors'
305 system of common assessment, if using an assessment instrument for
306 placement, and implement the board of governors' accountability scorecard,
307 pursuant to Section 84754.5, when established during the period in which it
308 receives that funding.

309 (5) Insofar as a community college district is able to fully implement in-person
310 or technology strategies for orientation, assessment, and education planning
311 services, the board of governors may identify other noninstructional support
312 services that can be funded through this article.

313 (c) The board of governors shall require participating colleges to develop a
314 Student Success and Support Program plan that reflects all of the following:

315 (1) A description of the Student Success and Support Program services
316 identified in Section 78212 to be provided.

317 (2) A description of the college's process to identify students at risk for
318 academic or progress probation and the college's plan for interventions or
319 services to students.

320 (3) The college budget for the state-funded Student Success and Support
321 Program services pursuant to Sections 78212 and 78214.

322 (4) The development and training of staff and faculty to implement the Student
323 Success and Support Program services.

324 (5) In multicampus districts, the coordination of the college Student Success
325 and Support Program plan with other college plans within the district.

326 (6) Technology services and institutional research and evaluation necessary for
327 implementation of this article.

328 (7) Coordination with college student equity plans to ensure that the college has
329 identified strategies to monitor and address equity issues and mitigate any
330 disproportionate impacts on student access and achievement.

331 (8) The extent to which the community college is able to develop partnerships
332 with feeder high school districts, workforce agencies, and other community
333 partners to assist entering students in career and educational exploration and
334 planning and leverage resources to support a successful transition to college
335 and career.

336 (d) The board of governors may allocate up to 5 percent of the total funds
337 appropriated for the Student Success and Support Program for state
338 administrative operations to carry out the intent of this article, subject to the
339 review of the annual budget process.

340 *(Amended by Stats. 2012, Ch. 624, Sec. 11. Effective January 1, 2013. Note: See provision in Section 78218*
341 *making operation contingent upon funding.)*

342 **78218.**

343
344 In the 2012–13 fiscal year and each fiscal year thereafter, this article shall be
345 operative only if funds are specifically appropriated for the purposes of this
346 article.

347 *(Amended by Stats. 2012, Ch. 624, Sec. 12. Effective January 1, 2013. Note: Operational conditions apply to*
348 *Article 1, commencing with Section 78210.)*

349 **78219.**

350
351 (a) The Board of Governors of the California Community Colleges shall establish
352 a common assessment system to be used as one of multiple measures,
353 consistent with existing regulations, for the purposes of community college
354 placement and advisement. The system shall include all of the following
355 objectives:

356 (1) Selection of an existing commercially available and centrally delivered
357 system of student assessment that provides a single common assessment

358 instrument for use by community colleges in the curriculum areas of English,
359 mathematics, and English as a second language.

360 (2) Creation of a secure, centrally housed assessment test data warehouse that
361 shall collect all of the following:

362 (A) All available assessment scores generated by assessed students at all
363 community colleges.

364 (B) All available K–12 assessment data for students at all community colleges.
365 The use of this data shall be limited to placing and advising community college
366 students to enhance their success with and completion of their postsecondary
367 education objectives.

368 (C) Other data or student transcript information that is used for the purpose of
369 student placement.

370 (3) Creation of an Internet Web portal that can be accessed by community
371 college personnel and students and that provides all of the following:

372 (A) An assessment profile, generated for each student upon request, that
373 includes all assessment information available in the data warehouse created
374 pursuant to paragraph (2). This profile shall be accessible for counseling,
375 matriculation, and course placement purposes.

376 (B) A pretest application that emulates the structure of the student assessment
377 created pursuant to paragraph (1) that students can practice on and familiarize
378 themselves with before taking future assessments.

379 (C) An advisement tool that provides students with information about the
380 importance of taking the common assessment to be placed in college-level
381 courses in English, mathematics, or English as a second language and the
382 historical success rates of students who place in various levels of remedial
383 coursework.

384 (b) In developing the common assessment, the Office of the Chancellor of the
385 California Community Colleges shall work in collaboration with the State
386 Department of Education and the California State University when developing a
387 common college-readiness standard that will be reflected in the creation of
388 assessment instruments.

389 (c) The Office of the Chancellor of the California Community Colleges shall
390 submit a report to the Legislature and the Governor on the progress of the
391 implementation of the common assessment system by December 31, 2012.

392 (d) The provisions of this section shall be operative upon the receipt of state,
393 federal, or philanthropic funds sufficient to cover the costs of the common
394 assessment system.

395 *(Added by Stats. 2011, Ch. 615, Sec. 1. Effective January 1, 2012. Section conditionally operative, by its own*
396 *provisions.)*

397
398
399 5 CCR § 55500
400 Cal. Admin. Code tit. 5, § 55500
401

402 Title 5. Education

403 Division 6. California Community Colleges

404 Chapter 6. Curriculum and Instruction

405 Subchapter 6. Matriculation Programs

406  [Article 1.](#) Scope and Definitions

407  **§ 55500. Scope and Intent.**

408
409 (a) This chapter implements and should be read in conjunction with the provisions
410 of the Seymour-Campbell Student Success Act of 2012, codified as Education Code
411 sections 78210, et seq., which recognizes that student success is the responsibility
412 of the institution and student, supported by well-coordinated and evidence based
413 student and instructional services to foster academic success. The purpose of this
414 subchapter is to implement the Student Success and Support Program to increase
415 California community college student access and success through the provision of
416 core matriculation services, including orientation, assessment and placement,
417 counseling, advising, and other education planning services, with the goal of
418 providing students with the support services necessary to assist them in achieving
419 their education goal and identified course of study.

420
421 (b) The requirements of this subchapter apply only to districts receiving funds
422 pursuant to Education Code section 78216 for the period of time during which such
423 funds are received.

424
425 Note: Authority cited: Sections 66700 and 70901, Education Code.
426 Reference: Sections 78210-78218, Education Code.

427
428 HISTORY

429
430 1. New section filed 6-5-90 by the Board of Governors, California Community
431 Colleges, with the Secretary of State; operative 7-5-90. Submitted to OAL for
432 printing only pursuant to Education Code section 70901.5(b) (Register 90, No. 37).



433
434 2. Amendment of subsection (a) and repealer of subsection (c) filed 4-3-92;
435 operative 5-4-92 (Register 92, No. 17).

436
437 3. Amendment of section and Note filed 7-17-2007; operative 8-16-2007.
438 Submitted to OAL for printing only pursuant to Education Code section
439 70901.5 (Register 2007, No. 35).

440
441 4. Amendment of section heading and subsection (a) filed 9-19-2013; operative 10-
442 19-2013. Submitted to OAL for printing only pursuant to Education Code section
443 70901.5 (Register 2013, No. 38).

444

445
446 5 CCR § 55502
447 Cal. Admin. Code tit. 5, § 55502
448

449 Title 5. Education
450 Division 6. California Community Colleges
451 Chapter 6. Curriculum and Instruction
452 Subchapter 6. Matriculation Programs
453  [Article 1.](#) Scope and Definitions
454  **§ 55502. Definitions.**

455
456 For purposes of this subchapter, the following definitions shall apply:
457

458 (a) "Assessment for placement" hereinafter referred to as "assessment" is the
459 process of gathering information about individual students in order to identify their
460 skill level and appropriately direct them to courses for which they are prepared.
461 Information used in the assessment process may include, but is not limited to,
462 information regarding the student's study skills, English language proficiency,
463 computational skills, aptitudes, goals, learning skills, career aspirations, academic
464 performance, and need for special services. Assessment involves the collection of
465 such information for purposes of course placement.
466

467 (b) "Assessment test" is a validated, standardized, or locally-developed test used in
468 addition to other measures in the course placement process.
469

470 (c) "Career Goal" is the student's stated occupational interest upon application and
471 is periodically updated during the student's continued enrollment at the college.
472

473 (d) "Course of Study" is the student's chosen educational program; major or area
474 of emphasis; or course sequence for transfer preparation, career preparation or
475 advancement, completion of basic skills, or English as a Second Language
476 proficiency to achieve the student's education goal.
477

478 (e) "Disproportionate impact" in broad terms is a condition where access to key
479 resources and supports or academic success may be hampered by inequitable
480 practices, policies, and approaches to student support or instructional practices
481 affecting a specific group. For the purpose of assessment, disproportionate impact
482 is when the percentage of persons from a particular racial, ethnic, gender, age, or
483 disability group, who are directed to a particular service or course placement based
484 on an assessment test or other measure is significantly different from the
485 representation of that group in the population of persons being assessed, and that
486 discrepancy is not justified by empirical evidence demonstrating that the
487 assessment test or other measure is a valid and reliable predictor of performance in
488 the relevant educational setting.
489

490 (f) "Education goal" is the student's stated intent to earn a degree or career
491 technical education certificate, prepare for transfer to a four-year college or
492 university, improve math or English basic skills or English language proficiency, or

493 pursue career advancement or occupational training or retraining, or other
494 educational interest. The education goal is initially identified during the application
495 process and updated throughout the student's academic career at the college
496 during subsequent course registration or education planning processes.
497

498 (g) "Exemption" is a waiver or deferral of a student's participation in orientation,
499 assessment and/or counseling, advising, and other education planning services
500 required pursuant to section 55520.
501

502

503 (h) "Matriculation" is a process that brings a college and a student into an
504 agreement for the purpose of achieving the student's education goals and
505 completing the student's course of study.
506

507 (i) "Multiple measures" are a required component of a district's assessment system
508 and refer to the use of more than one assessment measure in order to assess the
509 student. Other measures that may comprise multiple measures include, but are not
510 limited to, interviews, holistic scoring processes, attitude surveys, vocational or
511 career aptitude and interest inventories, high school or college transcripts,
512 specialized certificates or licenses, education and employment histories, and
513 military training and experience.
514

515 (j) "Orientation" is a process that acquaints students and potential students with, at
516 a minimum, college programs, student support services, facilities and grounds,
517 academic expectations, institutional procedures, and other appropriate information
518 pursuant to section 55521.
519

520 (k) "Student Success and Support Program Services" are those services listed in
521 section 55520.
522

523 Note: Authority cited: Sections 66700 and 70901, Education Code.

524 Reference: Sections 78212 and 78213, Education Code.
525

526

HISTORY

527

528 1. Amendment of subsection (a) and (b) and new subsections (g), (h), (i), (j) and
529 (k) filed 6-5-90 by the Board of Governors, California Community Colleges, with the
530 Secretary of State; operative 7-6-90. Submitted to OAL for printing only pursuant
531 to Education Code section 70901.5(b) (Register 90, No. 37).
532

533 2. Amendment of first paragraph and subsections (a) and (c)-(k) filed 9-6-94;
534 operative 10-6-94. Submitted to OAL for printing only pursuant to Education Code
535 section 70901.5 (Register 94, No. 38).
536

537 3. Amendment of first paragraph and subsections (b)-(c), repealer of subsection
538 (d), subsection relettering and amendment of newly designated subsections (e)-(g)
539 filed 7-17-2007; operative 8-16-2007. Submitted to OAL for printing only pursuant
540 to Education Code section 70901.5 (Register 2007, No. 35).
541

542 4. Amendment of subsections (a)-(c), repealer of subsection (h) and subsection
543 relettering filed 5-16-2008; operative 6-15-2008. Submitted to OAL for printing
544 only pursuant to Education Code section 70901.5 (Register 2008, No. 21).
545

546 5. Amendment filed 9-19-2013; operative 10-19-2013. Submitted to OAL for
547 printing only pursuant to Education Code section 70901.5 (Register 2013, No. 38).
548

549
550 5 CCR § 55510


551 Cal. Admin. Code tit. 5, § 55510
552

553 Title 5. Education

554 Division 6. California Community Colleges

555 Chapter 6. Curriculum and Instruction

556 Subchapter 6. Matriculation Programs

557  [Article 2.](#) Planning and Administration

558 **→ § 55510. Student Success and Support Program Plans.**

559
560 (a) Each college shall adopt a Student Success and Support Program plan
561 describing the services to be provided to its students. The plan shall include, but
562 not be limited to:

563
564 (1) a description of the methods by which required services identified in section
565 55520 will be delivered;
566

567 (2) a description of the college's process to identify students at risk for academic
568 or progress probation and the college's plan for referral to appropriate
569 interventions or services and coordination with the college's development of its
570 student equity plan.
571

572 (3) a description of partnerships among colleges and with high school districts,
573 workforce agencies, or other community partners to deliver required services
574 pursuant to 55520.
575

576 (4) the college's budget for services funded through the Student Success and
577 Support Program;
578

579 (5) plans for professional development related to implementation of the Student
580 Success and Support Program;
581

582
583 (6) a description of the technology support and institutional research necessary
584 to implement this subchapter;
585

586 (7) a description of the college's adopted criteria for exempting students from
587 participation in the required services listed in section 55520 consistent with the
588 requirements of section 55532;
589

- 590 (8) a description of the college's assessment for placement process, including
591 but not limited to:
592
593 (A) a list of any assessment test(s) and other measures used for English,
594 mathematics, and English as a Second Language course placement pursuant to
595 section 55522.
596
597 (B) a description of the college's policy on the portability of student assessment
598 scores and placement results for colleges outside the district and for colleges
599 within a multi-college district.
600
601 (C) a description of the college's assessment procedures on pre-test practice,
602 re-take, and recency.
603
604 (9) a description of policies for establishing and periodically reviewing
605 prerequisites pursuant to section 55003 and considering student challenges to
606 prerequisites established pursuant to section 55003; and
607
608 (10) a description of the college's student appeal policies and procedures related
609 to the Student Success and Support Program; and
610
611 (11) in districts with more than one college, arrangements for coordination of
612 the Student Success and Support Program plans of its various colleges.
613
614 (b) The plan shall be developed through consultation with representatives of the
615 academic senate, students, administrators, and staff with appropriate expertise,
616 pursuant to section 51023 et seq.
617
618 (c) Such plans shall conform to the requirements of this subchapter and shall be
619 submitted to the Chancellor for review and approval. The Chancellor may require
620 periodic updates of such plans.

621
622 Note: Authority cited: Sections 66700 and 70901, Education Code.
623 Reference: Section 78216, Education Code.


624 625 HISTORY

- 626
627 1. New section filed 6-5-90 by the Board of Governors, California Community
628 Colleges, with the Secretary of State; operative 7-5-90. Submitted to OAL for
629 printing only pursuant to Education Code section 70901.5(b) (Register 90, No. 37).
630
631 2. Amendment filed 10-5-93; operative 11-4-93. Submitted to OAL for printing only
632 pursuant to Education Code section 70901.5(b) (Register 93, No. 42).
633
634 3. Amendment of subsection (a)(6), new subsection (a)(7) and subsection
635 renumbering filed 9-6-94; operative 10-6-94. Submitted to OAL for printing only
636 pursuant to Education Code section 70901.5 (Register 94, No. 38).
637

638 4. Amendment of subsections (a)(4), (a)(6), (a)(7) and (c) filed 7-17-2007;
639 operative 8-16-2007. Submitted to OAL for printing only pursuant to Education Code
640 section 70901.5 (Register 2007, No. 35).

641
642 5. Amendment of section heading and section filed 9-19-2013; operative 10-19-
643 2013. Submitted to OAL for printing only pursuant to Education Code section
644 70901.5 (Register 2013, No. 38).

645
646
647 5 CCR § 55202
648 Cal. Admin. Code tit. 5, § 55202

649
650 Title 5. Education
651 Division 6. California Community Colleges
652 Chapter 6. Curriculum and Instruction
653 Subchapter 3. Alternative Instructional Methodologies
654  [Article 1.](#) Distance Education
655 **➔ § 55202. Course Quality Standards.**

656
657 The same standards of course quality shall be applied to any portion of a course
658 conducted through distance education as are applied to traditional classroom
659 courses, in regard to the course quality judgment made pursuant to the
660 requirements of section 55002, and in regard to any local course quality
661 determination or review process. Determinations and judgments about the quality
662 of distance education under the course quality standards shall be made with the full
663 involvement of faculty in accordance with the provisions of subchapter 2
664 (commencing with section 53200) of chapter 2.

665
666 Note: Authority cited: Sections 66700 and 70901, Education Code.
667 Reference: Section 70901, Education Code.

668
669 HISTORY

670
671 1. New section filed 10-5-93; operative 11-4-93. Submitted to OAL for printing only
672 pursuant to Education Code section 70901.5(b) (Register 93, No. 42).

673
674 2. Repealer and new section filed 7-17-2007; operative 8-16-2007. Submitted to
675 OAL for printing only pursuant to Education Code section 70901.5 (Register 2007,
676 No. 35).

677
678
679 5 CCR § 55520
680 Cal. Admin. Code tit. 5, § 55520

681
682 Title 5. Education
683 Division 6. California Community Colleges
684 Chapter 6. Curriculum and Instruction

685 Subchapter 6. Matriculation Programs
686 [^] [Article 3.](#) Matriculation Services
687 **→§ 55520. Required Services.**

688
689 At a minimum, each community college district shall provide students, except as
690 exempted pursuant to section 55532, with all of the following Student Success and
691 Support Program services:


- 692
693 (a) orientation on a timely basis, pursuant to section 55521.
694
695 (b) assessment for all nonexempt students pursuant to section 55522;
696
697 (c) counseling, advising, or other education planning services for nonexempt
698 students pursuant to section 55523;
699
700 (d) assistance in developing a student education plan pursuant to section 55524,
701 which identifies the student's education goal, course of study, and the courses,
702 services, and programs to be used to achieve them;
703
704 (e) follow-up services, pursuant to section 55525, to evaluate the academic
705 progress of, and provide support services to, at risk students; and
706
707 (f) referral of students to:
708
709 (1) support services that may be available, including, but not limited to, counseling,
710 financial aid, health and mental health services, campus employment placement
711 services, Extended Opportunity Programs and Services, campus child care services,
712 tutorial services, foster youth support services, veterans support services, and
713 Disabled Students Programs and Services; and
714
715 (2) curriculum offerings which may be available, including but not limited to, basic
716 skills, noncredit programs, and English as a Second Language.

717
718 Note: Authority cited: Sections 66700 and 70901, Education Code.
719 Reference: Section 78212, Education Code.

720
721 HISTORY

- 722
723 1. Amendment filed 6-5-90 by the Board of Governors, California Community
724 Colleges, with the Secretary of State; operative 7-6-90. Submitted to OAL for
725 printing only pursuant to Education Code section 70901.5(b) (Register 90, No. 37).
726
727 2. Amendment filed 9-19-2013; operative 10-19-2013. Submitted to OAL for
728 printing only pursuant to Education Code section 70901.5 (Register 2013, No. 38).
729

730

731 5 CCR § 55521
732 Cal. Admin. Code tit. 5, § 55521
733
734 Title 5. Education
735 Division 6. California Community Colleges
736 Chapter 6. Curriculum and Instruction
737 Subchapter 6. Matriculation Programs
738  [Article 3.](#) Matriculation Services
739 **➔ § 55521. Orientation.**

740
741 Each college shall provide all students with information on a timely basis, as
742 determined by the college, regarding policies, procedures and information, including
743 but not limited to:

744
745 (1) Academic expectations and progress and probation standards pursuant to
746 section 55031;

747
748 (2) Maintaining registration priority pursuant to section 58108;

749
750 (3) Prerequisite or co-requisite challenge process pursuant to section 55003;

751
752 (4) Maintaining Board of Governors Fee Waiver eligibility pursuant to section
753 58612.

754
755 (5) Description of available programs, support services, financial aid assistance,
756 and campus facilities, and how they can be accessed;

757
758 (6) Academic calendar and important timelines.

759
760 (7) Registration and college fees.

761
762 (8) Available education planning services.

763
764 (9) Other issues, policies, and procedures the college determines as necessary to
765 provide a comprehensive orientation to students.

766
767 Note: Authority cited: Sections 66700 and 70901, Education Code.

768 Reference: Section 78212, Education Code.

769
770 HISTORY

771
772 1. Amendment of subsections (d), (e) and (f) filed 6-5-90 by the Board of
773 Governors, California Community Colleges, with the Secretary of State; operative
774 7-6-90. Submitted to OAL for printing only pursuant to Education Code section
775 70901.5(b) (Register 90, No. 37).
776

777 2. Amendment of subsection (a) and redesignating following subsections (1)-(6),
778 adoption of subsection (b) and amendment of NOTE filed 4-3-92; operative 5-4-92
779 (Register 92, No. 15).

780
781 3. Amendment of subsections (a)(1) and (a)(5)-(b), new subsections (c)-(c)(3) and
782 amendment of Note filed 7-17-2007; operative 8-16-2007. Submitted to OAL for
783 printing only pursuant to Education Code section 70901.5 (Register 2007, No. 35).

784
785 4. Amendment of subsection (a)(4) and Note filed 5-16-2008; operative 6-15-2008.
786 Submitted to OAL for printing only pursuant to Education Code section
787 70901.5 (Register 2008, No. 21).

788
789 5. Repealer and new section filed 9-19-2013; operative 10-19-2013. Submitted to
790 OAL for printing only pursuant to Education Code section 70901.5 (Register 2013,
791 No. 38).

792
793
794
795 5 CCR § 55524
796 Cal. Admin. Code tit. 5, § 55524

797
798 Title 5. Education
799 Division 6. California Community Colleges
800 Chapter 6. Curriculum and Instruction
801 Subchapter 6. Matriculation Programs
802 [Article 3.](#) Matriculation Services
803 **➔ § 55524. Student Education Plan.**

804
805 (a) Each district or college shall establish a process that takes into consideration the
806 student services and instructional resources available for assisting students to
807 select an education goal and course of study within a reasonable time after
808 admission as required by section 55530(d). This shall include, but not be limited to,
809 the provision of counseling as required by section 55523.

810
811 (b) Districts or colleges shall provide students with an opportunity to develop
812 student education plans that are either:

813
814 (1) Abbreviated. Abbreviated student education plans are one to two terms in
815 length designed to meet the immediate needs of students for whom a
816 comprehensive plan is not appropriate; or

817
818 (2) Comprehensive. Comprehensive student education plans take into account a
819 student's interests, skills, career and education goals, major, potential transfer
820 institutions, and the steps the student needs to take on their educational path to
821 complete their identified course of study. The comprehensive plan helps the student
822 achieve their course of study. The comprehensive plan includes, but is not limited
823 to, addressing the education goal and course of study requirements, such as the
824 requirements for the major, transfer, certificate, program, applicable course

825 prerequisites or co-requisites, the need for basic skills, assessment for placement
826 results, and the need for referral to other support and instructional services as
827 appropriate. The comprehensive student education plan is tailored to meet the
828 individual needs and interests of the student and may include other elements to
829 satisfy participation requirements for programs such as EOPS, DSPS, CalWORKs,
830 veterans education benefits, athletics, and others.

831
832 (c) Once a continuing nonexempt student has selected an education goal and
833 course of study, the district shall make a reasonable effort to afford the student the
834 opportunity to develop a comprehensive student education plan describing the
835 responsibilities of the student, the requirements he or she must meet, and the
836 courses, programs, and services required and available to achieve the stated goal.

837
838 (d) The student education plan developed pursuant to subdivision (b) shall be
839 accessible, timely, and recorded in electronic form. The plan and its implementation
840 shall be reviewed as necessary to ensure that it continues to accurately reflect the
841 needs and goals of the student. Districts or colleges shall make a reasonable effort
842 to not duplicate education planning processes including for students participating in
843 special programs.

844
845 (e) If a student believes the district or college has failed to make good faith efforts
846 to develop a plan, has failed to provide programs and services specified in the
847 student education plan, or has otherwise violated the requirements of this section,
848 the student may file a complaint pursuant to section 55534(a).

849
850 Note: Authority cited: Sections 66700 and 70901, Education Code.
851 Reference: Section 78212, Education Code.

852

853

HISTORY

854

855 1. New section filed 6-5-90 by the Board of Governors, California Community
856 Colleges, with the Secretary of State; operative 7-6-90. Submitted to OAL for
857 printing only pursuant to Education Code section 70901.5(b) (Register 90, No. 37).

858

859 2. Renumbering of former section 55524 to section 55522 and renumbering of
860 former section 55525 to new section 55524, including amendment of section
861 heading and section, filed 9-19-2013; operative 10-19-2013. Submitted to OAL for
862 printing only pursuant to Education Code section 70901.5 (Register 2013, No. 38).