



DE ANZA COLLEGE
Extended Opportunity Programs & Services
Mutual Responsibility Contract

As a condition of accepting and receiving EOPS/CARE support services and/or the EOPS grant,
 I, _____ will

Print Name (First, M.I., Last)

1. enroll in and maintain 12 units per quarter. I understand that failure to complete at least 9 units or maintain at least a 2.0 GPA in two consecutive quarters may result in my disqualification from EOPS/CARE.
2. meet with an EOPS/CARE staff member at least **once** per quarter to update my file. Additional visits during the quarter will be: schedule check, change of name, address, or phone number.
3. meet with an EOPS Counselor/Academic Advisor at least **twice** per quarter to complete or review my academic plan.
4. follow my academic plan and inform EOPS/CARE before making any changes in my class schedule, units, or major.
5. not be able to participate in the EOPS/CARE early registration for the following quarter if I do not show up for my counseling appointment **twice** in one quarter. (Two (2) no-shows in any term may impact book voucher eligibility.)
6. authorize the release of information to EOPS/CARE for the purpose of monitoring academic progress and program evaluation.
7. attend EOPS orientation to college (Counseling 100 and EOPS Orientation Workshop).
8. schedule an exit interview appointment with EOPS/CARE when I complete my educational objectives or withdraw from De Anza College for any reason. My last quarter at De Anza College will be _____.

CARE students only:

- inform staff of any changes to my TANF (Cash Aid) benefits
- call the CARE staff at (408) 864-8950 when I am going to be absent or late to class
- attend CARE Orientation

I understand that failure to fulfill this EOPS/CARE Mutual Responsibility Contract could result in my termination from EOPS/CARE or the loss of any or all EOPS/CARE services.

 Student Signature

 Date

 Student ID Number

If you agree to the above terms, EOPS/CARE agrees to provide you with the following services:

- | | | |
|--|---|------------------------------------|
| • Academic, career and personal counseling | • Transfer information | • Special activities and workshops |
| • Application fee waivers for UC & CSU | • Financial aid and scholarship application | • Early registration |
| • Book vouchers for eligible students | • CARE (if eligible) | |
| • EOPS/CARE grants for eligible students | • assistance | |

 EOPS/CARE Staff Signature

 Date

Date reviewed: _____

 Student Signature

 Staff Initials

Date reviewed: _____

 Student Signature

 Staff Initials