

## EOPS/CARE Satisfactory Academic Progress Policy

As an EOPS/CARE student, you have to meet satisfactory academic progress (SAP) to maintain your eligibility with the program. You need to enroll in at least 12 units and complete at least 9 units with a 2.0 or better GPA each quarter. In addition, you need to adhere to your signed academic plan which indicates you are working towards completing a goal on the plan. Progress will be measured on a quarter-by-quarter basis. Students failing to meet satisfactory academic progress will be placed on academic probation.

### 1<sup>st</sup> Quarter Probation

You will be placed in this category if you do not complete at least 9 units with a 2.0 or better GPA for the **first time**. You will be required to have *two scheduled appointments* with a counselor or academic advisor and work towards improving progress. Students on first quarter probation continue to receive financial assistance. However, awards for the next quarter will be held until verification of satisfactory progress can be established.

### 2<sup>nd</sup> Quarter Probation

You will be placed in this category if you do not complete at least 9 units with a 2.0 or better GPA for **two consecutive quarters**. You will be required to have *two scheduled appointments with a counselor* and work towards improving progress. You must attend the *first* scheduled appointment *no later than the 5<sup>th</sup> week of the quarter*. You will be required to have an *academic progress report* completed and signed by the instructor of each academic class that you are currently enrolled in. Any grants, book vouchers or monetary assistance will be considered on a case by case basis *after* your first appointment with a counselor. Book vouchers will not be awarded after the 2<sup>nd</sup> week of the quarter.

### Extended Probation or Disqualification

If you do not complete at least 9 units with a 2.0 or better GPA for **three consecutive quarters**, you will be disqualified from the program. If you have been disqualified and want to re-apply to the program, you must meet the satisfactory academic progress requirements for one or more quarters and also satisfy EOPS/CARE eligibility requirements at the time of re-application.

If you have had unusual circumstances that caused the problems and they have now been resolved, you may see the Assistant Director *no later than the 2<sup>nd</sup> week of the quarter* to appeal to extend your probation period for one more quarter. If your appeal is approved, you will be required to have *two additional scheduled appointments* with a counselor, and have an *academic progress report* completed and signed by the instructor of each academic class that you are currently enrolled in. You will not receive a book voucher or any other monetary assistance until you are off probation.