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

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**BP 5050 STUDENT SUCCESS AND SUPPORT PROGRAM**

*(Replaces current SBCCD BP 5050)*

**NOTE: The language in red ink is legally required.**

*NOTE: The language in Purple is additional language being recommended for inclusion by the SBVC & CHC Academic Senates*

**❖ 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.

45 The Chancellor is responsible for establishing procedures to assure implementation of  
46 matriculation Student Success and Support Program services that comply with the Title  
47 5 regulations.

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

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

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Adopted: 6/10/04  
Revised:

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**COMMENTS**

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BP or AP #	Representative group	COMMENT	RESPONSE

63

**Legal Citations for BP 5050**

64

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66 **EDUCATION CODE SECTIONS 78210 et seq.**

67

68 **EDUCATION CODE - EDC**

69 **TITLE 3. POSTSECONDARY EDUCATION [66000 - 101060]**

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

71 **DIVISION 7. COMMUNITY COLLEGES [70900 - 88651]**

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

73 **PART 48. COMMUNITY COLLEGES, EDUCATION PROGRAMS [78015 -**  
74 **79210]**

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

76 **CHAPTER 2. Courses of Study [78210 - 78300]**

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

78

79 **ARTICLE 1. Student Matriculation [78210 - 78219]**

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

81

82 [78210.](#)

83

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

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

88 [78211.](#)

89

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

91 (a) Ensure equal education opportunity for all Californians.

92 (b) Provide students with the resources and support to establish informed  
93 educational choices aligned with their academic and career goals.

94 (c) Ensure that students receive the educational services necessary to optimize  
95 their opportunities for success in completing their educational goals and courses  
96 of study.

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

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

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

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

110 **78211.5.**

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

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

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

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

139 [78212.](#)

140

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

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

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

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

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

159 (i) Counseling and advising.

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

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

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

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

173 health services; career services; veteran support services; foster youth  
174 services; extended opportunity programs and services provided pursuant to  
175 Article 8 (commencing with Section 69640) of Chapter 2 of Part 42 of Division  
176 5; campus child care services provided pursuant to Article 4 (commencing with  
177 Section 8225) of Chapter 2 of Part 6 of Division 1 of Title 1; programs that  
178 teach basic skills education and English as a second language; and disabled  
179 student services provided pursuant to Chapter 14 (commencing with Section  
180 67300) of Part 40 of Division 5.

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

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

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

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

204 [78213.](#)

205

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

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

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

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

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

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

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

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

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

234 **78214.**

235

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

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

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

244 (2) Educational goals and courses of study.

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

247 (4) Need for financial assistance.



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

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

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

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

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

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

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

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

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

265 **78215.**

266

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

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

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

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

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

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

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



286 [78216.](#)

287

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

344 **78218.**

345

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

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

351 **78219.**

352

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

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

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

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

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

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

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

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

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

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

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


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

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

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

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

399  
400  
401 5 CCR § 55500  
402 Cal. Admin. Code tit. 5, § 55500  
403

404 Title 5. Education  
405 Division 6. California Community Colleges  
406 Chapter 6. Curriculum and Instruction  
407 Subchapter 6. Matriculation Programs  
408  [Article 1.](#) Scope and Definitions  
409 **➔ § 55500. Scope and Intent.**

410  
411 (a) This chapter implements and should be read in conjunction with the provisions  
412 of the Seymour-Campbell Student Success Act of 2012, codified as Education Code  
413 sections 78210, et seq., which recognizes that student success is the responsibility  
414 of the institution and student, supported by well-coordinated and evidence based  
415 student and instructional services to foster academic success. The purpose of this  
416 subchapter is to implement the Student Success and Support Program to increase  
417 California community college student access and success through the provision of  
418 core matriculation services, including orientation, assessment and placement,  
419 counseling, advising, and other education planning services, with the goal of  
420 providing students with the support services necessary to assist them in achieving  
421 their education goal and identified course of study.  
422

423 (b) The requirements of this subchapter apply only to districts receiving funds  
424 pursuant to Education Code section 78216 for the period of time during which such  
425 funds are received.  
426

427 Note: Authority cited: Sections 66700 and 70901, Education Code.  
428 Reference: Sections 78210-78218, Education Code.  
429

#### 430 HISTORY



431  
432 1. New section filed 6-5-90 by the Board of Governors, California Community  
433 Colleges, with the Secretary of State; operative 7-5-90. Submitted to OAL for  
434 printing only pursuant to Education Code section 70901.5(b) (Register 90, No. 37).  
435

436 2. Amendment of subsection (a) and repealer of subsection (c) filed 4-3-92;  
437 operative 5-4-92 (Register 92, No. 17).  
438

439 3. Amendment of section and Note filed 7-17-2007; operative 8-16-2007.  
440 Submitted to OAL for printing only pursuant to Education Code section  
441 70901.5 (Register 2007, No. 35).  
442

443 4. Amendment of section heading and subsection (a) filed 9-19-2013; operative 10-  
444 19-2013. Submitted to OAL for printing only pursuant to Education Code section  
445 70901.5 (Register 2013, No. 38).  
446

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

450  
451 Title 5. Education  
452 Division 6. California Community Colleges  
453 Chapter 6. Curriculum and Instruction  
454 Subchapter 6. Matriculation Programs  
455  [Article 1.](#) Scope and Definitions  
456  **§ 55502. Definitions.**

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

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

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

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

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

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

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

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

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

503  
504

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

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

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

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

524

525 Note: Authority cited: Sections 66700 and 70901, Education Code.  
526 Reference: Sections 78212 and 78213, Education Code.

527

## 528 HISTORY

529

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

534

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

538

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

543

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

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

550  
551  
552 5 CCR § 55510  
553 Cal. Admin. Code tit. 5, § 55510

554  
555 Title 5. Education

556 Division 6. California Community Colleges

557 Chapter 6. Curriculum and Instruction

558 Subchapter 6. Matriculation Programs

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

560 **→ § 55510. Student Success and Support Program Plans.**

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

565  
566 (1) a description of the methods by which required services identified in section  
567 55520 will be delivered;

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

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

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

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

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

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

591



592 (8) a description of the college's assessment for placement process, including  
593 but not limited to:

594  
595 (A) a list of any assessment test(s) and other measures used for English,  
596 mathematics, and English as a Second Language course placement pursuant to  
597 section 55522.

598  
599 (B) a description of the college's policy on the portability of student assessment  
600 scores and placement results for colleges outside the district and for colleges  
601 within a multi-college district.

602  
603 (C) a description of the college's assessment procedures on pre-test practice,  
604 re-take, and recency.

605  
606 (9) a description of policies for establishing and periodically reviewing  
607 prerequisites pursuant to section 55003 and considering student challenges to  
608 prerequisites established pursuant to section 55003; and

609  
610 (10) a description of the college's student appeal policies and procedures related  
611 to the Student Success and Support Program; and

612  
613 (11) in districts with more than one college, arrangements for coordination of  
614 the Student Success and Support Program plans of its various colleges.

615  
616 (b) The plan shall be developed through consultation with representatives of the  
617 academic senate, students, administrators, and staff with appropriate expertise,  
618 pursuant to section 51023 et seq.

619  
620 (c) Such plans shall conform to the requirements of this subchapter and shall be  
621 submitted to the Chancellor for review and approval. The Chancellor may require  
622 periodic updates of such plans.

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

626  
627 HISTORY

628  
629 1. New section filed 6-5-90 by the Board of Governors, California Community  
630 Colleges, with the Secretary of State; operative 7-5-90. Submitted to OAL for  
631 printing only pursuant to Education Code section 70901.5(b) (Register 90, No. 37).

632  
633 2. Amendment filed 10-5-93; operative 11-4-93. Submitted to OAL for printing only  
634 pursuant to Education Code section 70901.5(b) (Register 93, No. 42).


635  
636 3. Amendment of subsection (a)(6), new subsection (a)(7) and subsection  
637 renumbering filed 9-6-94; operative 10-6-94. Submitted to OAL for printing only  
638 pursuant to Education Code section 70901.5 (Register 94, No. 38).

639

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

643  
644 5. Amendment of section heading and section filed 9-19-2013; operative 10-19-  
645 2013. Submitted to OAL for printing only pursuant to Education Code section  
646 70901.5 (Register 2013, No. 38).

647  
648  
649 5 CCR § 55202  
650 Cal. Admin. Code tit. 5, § 55202

651  
652 Title 5. Education  
653 Division 6. California Community Colleges  
654 Chapter 6. Curriculum and Instruction  
655 Subchapter 3. Alternative Instructional Methodologies  
656  [Article 1.](#) Distance Education  
657 **➔ § 55202. Course Quality Standards.**

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

667  
668 Note: Authority cited: Sections 66700 and 70901, Education Code.  
669 Reference: Section 70901, Education Code.

670  
671 HISTORY

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

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

679  
680  
681 5 CCR § 55520  
682 Cal. Admin. Code tit. 5, § 55520

683  
684 Title 5. Education  
685 Division 6. California Community Colleges  
686 Chapter 6. Curriculum and Instruction

687 Subchapter 6. Matriculation Programs

688 <sup>^</sup>▣ [Article 3.](#) Matriculation Services

689 **→§ 55520. Required Services.**

690

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

694

695 (a) orientation on a timely basis, pursuant to section 55521.

696

697 (b) assessment for all nonexempt students pursuant to section 55522;

698

699 (c) counseling, advising, or other education planning services for nonexempt  
700 students pursuant to section 55523;

701

702 (d) assistance in developing a student education plan pursuant to section 55524,  
703 which identifies the student's education goal, course of study, and the courses,  
704 services, and programs to be used to achieve them;

705

706 (e) follow-up services, pursuant to section 55525, to evaluate the academic  
707 progress of, and provide support services to, at risk students; and

708

709 (f) referral of students to:

710

711 (1) support services that may be available, including, but not limited to, counseling,  
712 financial aid, health and mental health services, campus employment placement  
713 services, Extended Opportunity Programs and Services, campus child care services,  
714 tutorial services, foster youth support services, veterans support services, and  
715 Disabled Students Programs and Services; and

716

717 (2) curriculum offerings which may be available, including but not limited to, basic  
718 skills, noncredit programs, and English as a Second Language.

719

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

721 Reference: Section 78212, Education Code.

722

723

#### HISTORY

724


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

728

729 2. Amendment filed 9-19-2013; operative 10-19-2013. Submitted to OAL for  
730 printing only pursuant to Education Code section 70901.5 (Register 2013, No. 38).

731

732

733 5 CCR § 55521  
734 Cal. Admin. Code tit. 5, § 55521  
735  
736 Title 5. Education  
737 Division 6. California Community Colleges  
738 Chapter 6. Curriculum and Instruction  
739 Subchapter 6. Matriculation Programs  
740  [Article 3.](#) Matriculation Services  
741 **➔ § 55521. Orientation.**

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

746  
747 (1) Academic expectations and progress and probation standards pursuant to  
748 section 55031;

749  
750 (2) Maintaining registration priority pursuant to section 58108;

751  
752 (3) Prerequisite or co-requisite challenge process pursuant to section 55003;

753  
754 (4) Maintaining Board of Governors Fee Waiver eligibility pursuant to section  
755 58612.

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

759  
760 (6) Academic calendar and important timelines.

761  
762 (7) Registration and college fees.

763  
764 (8) Available education planning services.

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

768  
769 Note: Authority cited: Sections 66700 and 70901, Education Code.  
770 Reference: Section 78212, Education Code.

771  
772 HISTORY

773  
774 1. Amendment of subsections (d), (e) and (f) filed 6-5-90 by the Board of  
775 Governors, California Community Colleges, with the Secretary of State; operative  
776 7-6-90. Submitted to OAL for printing only pursuant to Education Code section  
777 70901.5(b) (Register 90, No. 37).  
778


779 2. Amendment of subsection (a) and redesignating following subsections (1)-(6),  
780 adoption of subsection (b) and amendment of NOTE filed 4-3-92; operative 5-4-92  
781 (Register 92, No. 15).  
782

783 3. Amendment of subsections (a)(1) and (a)(5)-(b), new subsections (c)-(c)(3) and  
784 amendment of Note filed 7-17-2007; operative 8-16-2007. Submitted to OAL for  
785 printing only pursuant to Education Code section 70901.5 (Register 2007, No. 35).  
786

787 4. Amendment of subsection (a)(4) and Note filed 5-16-2008; operative 6-15-2008.  
788 Submitted to OAL for printing only pursuant to Education Code section  
789 70901.5 (Register 2008, No. 21).  
790

791 5. Repealer and new section filed 9-19-2013; operative 10-19-2013. Submitted to  
792 OAL for printing only pursuant to Education Code section 70901.5 (Register 2013,  
793 No. 38).  
794

795  
796  
797 5 CCR § 55524  
798 Cal. Admin. Code tit. 5, § 55524  
799

800 Title 5. Education  
801 Division 6. California Community Colleges  
802 Chapter 6. Curriculum and Instruction  
803 Subchapter 6. Matriculation Programs  
804  [Article 3](#). Matriculation Services  
805 **➔ § 55524. Student Education Plan.**

806  
807 (a) Each district or college shall establish a process that takes into consideration the  
808 student services and instructional resources available for assisting students to  
809 select an education goal and course of study within a reasonable time after  
810 admission as required by section 55530(d). This shall include, but not be limited to,  
811 the provision of counseling as required by section 55523.  
812

813 (b) Districts or colleges shall provide students with an opportunity to develop  
814 student education plans that are either:  
815

816 (1) Abbreviated. Abbreviated student education plans are one to two terms in  
817 length designed to meet the immediate needs of students for whom a  
818 comprehensive plan is not appropriate; or  
819

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

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

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

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

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

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

854

855

#### HISTORY

856

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

860

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