



Extended Opportunity Programs & Services

Mutual Responsibility Contract

Citrus College EOP&S provides the following services to eligible students:

Academic, career and personal counseling	Grants and gas cards	Tutoring
Community resource referrals	Priority registration	Peer advising
University fee waivers	Book services	Workshops

I understand and agree to fulfill my responsibilities of this Mutual Responsibility Contract by the deadline dates set by EOP&S each semester. This includes:

1. First Contact: I will complete a meeting with an EOP&S counselor at the beginning of each semester where my Student Educational Plan will be developed or updated to ensure progress towards my educational goal.
2. Progress Report (2nd Contact): I will complete and submit a mid-term Progress Report each semester that includes tentative grades for each class I am enrolled in. I understand this is a tool to help improve my academic performance and not a punitive process utilized to remove me from the program.
3. Exit Interview (3rd Contact): I will complete a meeting with an EOP&S counselor during the second half of the semester to discuss my academic progress and review my EOP&S eligibility status for the following semester.
4. I will demonstrate satisfactory academic progress by achieving a cumulative grade point average of 2.0 or better.
5. I understand that if I do not complete all required contacts in any given term, my book services will be reduced in the subsequent term.
6. I will follow my Student Educational Plan and will consult with an EOP&S counselor prior to making any changes.
7. I will inform EOP&S of changes to my class schedule (dropping below 12 units or officially withdrawing from the semester at any point).
8. I will notify EOP&S directly of any changes to my contact number or address.
9. I will follow the "Standards of Conduct" as detailed in the Citrus College Catalog.

10. I understand that as long as I remain in good standing, I may continue in EOP&S until:

- a. I reach a maximum of 6 consecutive semesters (excluding summer or winter).
- b. I complete 70 units of degree applicable coursework.
- c. I receive an AA/AS/ADT; OR d) I transfer to another institution (students in approved high unit majors have exceptions to "a-c").

11. I understand I will automatically be entered for services each semester that I am eligible to participate in EOP&S unless I notify the office that I no longer wish to participate.

By signing below and submitting this document I understand that failure to fulfill my responsibilities as listed in this contract may result in my dismissal from EOP&S and cancelation of further services or other appropriate action as determined by the EOP&S director or counselor. This agreement is valid until such time that I officially withdraw, graduate, transfer or meet eligibility limitations. Furthermore, I hereby authorize my release of information to EOP&S from the informational resources of the college for the purpose of monitoring my academic progress and program evaluation.