

COLLEGE of ALAMEDA

Mutual Responsibility Agreement is between EOPS, CARE, CalWORKs, NextUp Programs and SALAAM Learning Community

Student's Name (please print) : _____

Student I.D.# (please print) : _____

Academic Year : **2022-2023**

To be eligible for these services, I agree to the following responsibilities:

To share in this Mutual Responsibility Agreement, EOPS/CARE/CalWORKs/Next Up Program and SALAAM Learning Community agrees to provide the following services:

- A. Support and services to reach your educational goal including counseling, campus tours, special events, and additional services
- B. A comprehensive student educational plan
- C. Support to stay on track including consistent counseling appointments, financial aid information, and transfer information
- D. Book services, priority registration, progress reports and additional direct support resources (Exception: Students receiving services through CalWORKs must request book services from the County)
- E. **CalWORKs**: Sign your completed county monthly attendance report (max. 2 months back), assist with understanding county compliance requirements, and provide services to students who have current county eligibility documented each semester.
- F. **EOPS**: Will provide services for a maximum of six consecutive semesters OR up to 70 associate degree applicable units as long as you are in good standing with our program agreement.

1. I will make and keep at least three (3) counseling appointments and they must be within the following dates:

Fall

1st appointment: September 2 – October 4

2nd appointment: October 7 – November 8

3rd appointment: November 11 – December 13

Spring

1st appointment: February 3 – March 6

2nd appointment: March 9 – April 17

3rd appointment: April 20 – May 19

2. I will complete units and courses as identified/approved on my Student Educational Plan (SEP) and any revisions will be made/approved by a Counselor.

3. I will complete a minimum of 12 units each semester (unless pre-approved for less) and maintain a minimum grade point average of 2.00 (C average) each Fall and Spring semesters and cumulatively.

4. Before adding, dropping, changing my major, or withdrawing from college I will meet with my program Counselor.

5. I understand that if I do not meet the conditions outlined within this MRA, I may be terminated from the program. If terminated, I understand that I must complete one (1) semester on my own without any support services before I can re-apply (eligibility criteria still applies and there are no guarantees to be selected again).

6. I will check my CANVAS, ConexED, Won UP, My Peralta accounts weekly even during breaks and holidays and will update my My Peralta email account with any changes in my address and/or telephone number.

7. I will demonstrate academic integrity and follow the College of Alameda student code of conduct, located in the Student Handbook, always.

8. I understand if I have scheduled a counseling appointment and neglect to show up (2 "No Show" within a semester); I may be terminated from the program.

9. I understand a "No Show" is defined as showing up more than 10 minutes late for my appointment; or when I neglect to call at least a day in advance to reschedule; or when I simply neglect to show up for my scheduled appointment.

10. I understand that I must accept the applicable canvas course online for the program(s) and submit a completed academic progress report at the 2nd contact, if requested.

11. I acknowledge the receipt of the Program Overview and Eligibility, see Table A.

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- CalWORKs students:** I understand that I must have one counseling appointment each semester with my CalWORKs counselor, AND I will verify that the college CalWORKs office is provided with a current eligibility document each term of attendance, AND I understand that activity reports are to be turned in by the 10th of each month, that a recent class schedule must accompany each report, and that 24 hours must be allowed for processing. I acknowledge that a maximum of 2 months of activity reports will be signed at one time.
- NextUp students:** I understand that NextUp services will be disbursed during my check in sessions as long as I am still enrolled in 9+ units or a reduced unit load as approved by my counselor AND I have a remaining unmet need balance as determined by the Financial Aid Office AND I understand I have additional "check-in" requirements throughout the semester with the NextUP (CAFYES) program and one additional counseling contact (in addition to my 3 EOPS appointments) during my priority registration appointment date.
- EOPS students:** I will attend two workshops per term which includes one of the budget education workshops offered each semester.
- NextUp students:** I will attend two workshops per term which includes one of the budget education workshops offered each semester.
- CARE students:** I will submit all necessary verification & documentation at least once a year to the EOPS office upon request. I will attend two workshops per term which includes one of the budget education workshops offered each semester.
- SALAAM students:** I will attend two workshops per term which includes one of the budget education workshops offered each semester.

Student Signature

Date

Dean/Project Manager Signature

Date

EOPS/CARE/CalWORKs/Next UP Programs and SALAAM Learning Community

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Program Overview and Eligibility

	EOPS	CARE	CAL WORKS	NEXT UP
SERVICES PROVIDED	<ol style="list-style-type: none"> 1. Academic, Career and Personal Counseling 2. Provide other support services to eligible students, including but not limited to: textbook vouchers, tutoring, transportation, childcare, educational supplies, and/or transfer/career activities needed for retention and academic success 3. Grants and EOPS work-study 4. Funds can be used to offer childcare assistance to children of EOPS students 5. Services are provided to eligible students in a non-duplicative manner over, above and in addition to what all other college students receive 6. Priority Registration 	<ol style="list-style-type: none"> 1. Supplemental Academic, Career and Personal Counseling 2. Provide other support services to eligible students, including but not limited to: textbook vouchers, tutoring, transportation, child care, educational supplies, and other assistance needed for retention and academic success 3. Offer supplemental childcare assistance to children of CARE students not provided by other resources 4. Services are provided to eligible students in a non-duplicative manner over, above and in addition to what all other college students receive 5. Priority Registration 	<ol style="list-style-type: none"> 1. Case management including counseling and academic support services not funded through other categorical programs and tracking of student progress 2. Work-Study and Paid Apprenticeships 3. Provide childcare to children of CalWORKs student(s) 4. Job Development and Placement 5. Post-Employment Services 6. Curriculum Development & Redesign 7. Priority Registration 	<ol style="list-style-type: none"> 1. Academic, Career and Personal Counseling Provide other support services to eligible students, including but not limited to: books and supplies, child care, educational planning, emergency housing, food assistance, health services, life skills & financial skills, mental health services, transportation assistance, and tutoring. 2. Priority Registration
ELIGIBILITY	<ol style="list-style-type: none"> 1. Must be a California resident or eligible for California Dream Act/AB 540 2. Must be eligible for a CA College Promise Grant (A, B, or C with zero EFC) 3. Must be educationally disadvantaged as defined by Title 5, section 56220 and Chancellor's Office 4. Must be enrolled in minimum of 12 credit units(full-time status) at time of acceptance into EOPS 5. Must not have completed more than 70 degree-applicable units (excluding basic skills, remedial education and ESL units) 	<ol style="list-style-type: none"> 1. Must be a California resident or eligible for California Dream Act/AB 450 2. Must be an EOPS participant and meet additional CARE requirements: 3. Single head of household (i.e., one parent assistance unit) 4. Parent or child must be current CalWORKs, TANF or Tribal TANF cash aid recipient 5. At least 18 years old 6. Safety net provided to students who no longer receive CalWORKs/TANF/Tribal TANF cash aid, but whose dependent children still do 	<ol style="list-style-type: none"> 1. Two-parent or single parent households 2. Parent(s) and child must be a CalWORKs/TANF recipient 3. No unit minimum – students can take credit or non-credit classes 4. Approved County Welfare to Work (WTW) plan 5. CalWORKs students must fulfill work participation requirements in order to remain in good standing 	<ol style="list-style-type: none"> 1. Dependency as a foster youth established or continued by the court on or after your 16th birthday. 2. Under 26 years old at the start of the academic year 3. Enrolled in at least 9 units (or plan to enroll in at least 9 units)
PURPOSE	Assist Extended Opportunity Programs and Services (EOPS) students to achieve academic success by offering support services to enhance persistence, retention, graduation and transfer goals	Assist Cooperative Agencies Resources for Education (CARE) students to achieve academic success by offering support services to enhance persistence, retention, graduation and transfer goals and to help them transition from public assistance to economic self-sufficiency	Assist California Work Opportunity and Responsibility to Kids (CalWORKs) students to transition from public assistance to economic self-sufficiency (employment)	Assist NextUp students who are current and former foster youth with support and resources while attending a California Community College