



## **AP 5150 Extended Opportunity Programs and Services**

### References:

Education Code Sections 69640-69656  
Title 5 Sections 56200 et seq.

### I. Definition

Extended Opportunity Programs and Services (EOPS) is a program funded by the State and the District to provide special support services to students from low-income backgrounds and who have historically been underrepresented in higher education. The District's EOPS program provides educational and financial support services to eligible students who have historically experienced socio-economic and educational disadvantages. Eligible participants will receive additional support through orientation, counseling, priority registration, book grants, tutoring, financial assistance, peer mentoring, emergency grants, child care services for eligible single-parent students, cultural and campus club activities, and other services designed to help them successfully complete their educational goals.

### II. EOPS Program Goals

The EOPS Program goals are as follows:

- A. Increase the number and percentage of students who are affected by language, social, and economic disadvantage, consistent with State and local matriculation policies;
- B. Increase the number and percentage of EOPS students who successfully complete their chosen educational objectives;
- C. Increase the number of EOPS students who are successfully placed into career employment;
- D. Increase the number and percentage of EOPS students who transfer to four-year institutions following completion of the related educational programs; and
- E. Improve the delivery of programs and services to the historically excluded students.

III. Full-time EOPS Director: College of the Canyons EOPS Program employs a full-time EOPS Director to directly manage and/or coordinate the daily operation of the programs and services offered, and to supervise and/or coordinate the staff assigned to perform the EOPS activities.

IV. EOPS Staff: EOPS services shall be provided by a full-time director (certificated or educational administrator), instructors, counselors, and other support staff employed by the governing board of the community college district. All staff members funded by EOPS shall be accountable to the EOPS Director for the services rendered to EOPS students.

V. EOPS Advisory Committee: College of the Canyons EOPS Program shall have an Advisory Committee. The purpose of the advisory committee is to assist the College in developing and maintaining effective Extended Opportunity Programs and Services. Outreach, Orientation, and Registration Services College of the Canyons EOPS Program shall provide access services to identify EOPS eligible students and facilitate their enrollment in the College.

#### VI. Outreach, Orientation, and Registration Services

College of the Canyons' EOPS Program shall provide access services to identify EOPS eligible students and facilitate their enrollment in the College. Access services shall include at minimum:

- A. Outreach and recruitment to increase the number of EOPS eligible students who enroll at College of the Canyons;
- B. Orientation to familiarize EOPS eligible students with the location and function of the College and EOPS programs and services; and
- C. Registration assistance for priority enrollment pursuant to Title 5 Section 58108.

#### VII. Assessments

College of the Canyons' EOPS Program shall assess EOPS eligible students using instruments and methods which the College President/CEO certifies are reliable, valid, and appropriate for students being assessed and for the purpose of the assessment. Assessments shall, at minimum, include:

- A. Course and placement tests in reading, comprehension, vocabulary, writing, and computations;
- B. Diagnostic test to determine the specific academic skill deficiencies; cognitive and non-cognitive assessments
- C. Study skills assessment which determines how well the student is able to apply effective study techniques; and
- D. Support service assessment which determines what services the student may need to attend and participate in campus life.

#### VIII. Basic Skills Instruction and Tutoring Services

College of the Canyons provides tutoring, seminars, and tutoring services to EOPS eligible students who, on the basis of assessments and counseling, need such services to succeed in

reaching their educational goals. These services are provided by the Teaching and Learning Center (TLC) in person or via zoom.

#### IX. Transfer and Career Employment Services

EOPS funds shall provide assistance to EOPS eligible students to transfer to four-year institutions and/or to find career employment in their field of training.

#### X. Counseling and Advisement

EOPS funds shall provide counseling and advisement to EOPS-eligible students for at least three contacts a semester. Contact sessions include:

- A. Interpretation of assessment results, preparation of a student education plan;
- B. A midterm contact session to review the student's progress; and
- C. An end of term or program exit contact session to assess the student's success, future planning and program effectiveness.

#### XI. Documentation and Data Collection System

- A. The reporting of MIS data for the EOPS programs is critical in the process of allocating program funds to individual EOPS college programs.
- B. The appropriate documentation must be available in each student's EOPS file.
- C. Verification of:
  - i. Full-time student enrollment;
  - ii. Documentation of academic accommodations for students with less than full-time enrollment;
  - iii. Less than 70 degree-applicable units completed;
  - iv. Qualify for California College Promise Grant fee waiver (CCPG) under method A or B or CA Dream Act eligible
  - v. Six-semester educational plan;
  - vi. EOPS Application;
  - vii. Mutual Responsibility Contract;
  - viii. Verification of State residency; and
  - ix. Educationally disadvantage factor as defined by Title 5 regulations.

#### XII. Evaluation of Program and Services

All program plans and requests for funding submitted on or before the deadline shall be reviewed and evaluated by the Chancellor. The Chancellor shall approve plans for funding in whole or in part. Each college having an approved plan shall participate in an evaluation of the effectiveness of the program which shall be conducted by the Chancellor. The evaluation may include on-site Operational Program Reviews (OPR), audits, and measurements of student

success in achieving their educational objectives. For additional information refer to the EOPS Program Plan held in the EOPS Director's Office.

XIII. Program Requirements Student Eligibility:

To meet eligibility criteria for EOPS, a student must:

- A. Be a California resident;
- B. Be enrolled in a minimum of 12 units or have a need for Academic Accommodation Center (AAC) certification for a reduced unit load.
- C. Completed fewer than 70 degree-applicable college units;
- D. Qualify for California College Promise Grant fee waiver (CCPG) under method A or B, have an EFC of zero, or CA Dream Act eligible
- E. Be educationally disadvantaged as defined by Title 5 regulations.

XIV. Student Responsibilities and Requirements:

- A. Attend EOPS orientation upon acceptance into the program;
- B. Meet with an EOPS counselor at least three times a semester;
- C. Attend an EOPS workshop each semester;
- D. Complete a Student Educational Plan with a counselor; and
- E. Submit a progress report each semester.

XV. Services and Direct Aid Provided EOPS

Services include but are not limited to:

- A. Priority registration (requires satisfactory progress)
- B. Counseling
  - a. Academic
  - b. Transfer/Career
  - c. Personal
- C. Student Educational Planning
- D. One-on-one tutoring TLC or EOPS office
- E. Textbook service program
- F. Direct aid – grants, meal vouchers, work study
- G. Peer advising
- H. Workshops
  - i. Academic Success
  - ii. Personal Development
  - iii. Matriculation
- I. Textbook lending library and
- J. Application fee waivers for CSUs and UCs.

The College of the Canyons Catalog contains the most recent information regarding Extended Opportunity Programs and Services. This document is updated annually for currency and correctness. Also refer to Title 5 Sections 56200 et seq. for complete details of program requirements.

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