

EOP&S Mutual Responsibility Contract (MRC)

Name _____ Semester _____ Year _____

EOP&S Student Responsibilities

1. Complete a minimum of **three** counseling contacts **every** semester. **Failure to meet with the EOP&S counselor three times could result in the termination of EOP&S services.**
2. Schedule your counseling contacts and show up for your scheduled appointments **on time.**
3. Maintain satisfactory progress and complete each semester with a 2.0 grade point average or better. **Failure to maintain a 2.0 grade point average could result in possible penalties with Antelope Valley College.**
4. Notify your EOP&S counselor if your educational goal changes so that your SEP can be kept current.
5. Attend tutoring sessions or access other student services as recommended by the EOP&S counselors and staff.
6. Change your name, address and phone number in MyAVC and with the EOPS Office in a timely manner, if changes are needed.
7. Respond to any phone calls or email messages from the EOP&S/CARE staff.
8. Consult the EOP&S counseling staff before withdrawing from classes or leaving AVC.
9. To refrain from in any way being verbally, emotionally, or physically abusive to any EOP&S/CARE staff. This behavior will not be tolerated and will result in your removal from the EOP&S/CARE program and/or AVC.
10. I understand that failure to comply with the MRC requirements could result in suspension and/or termination of program services or other appropriate action as determined by the EOP&S Director.

EOP&S Staff Responsibilities

1. Academic planning, career exploration and educational advising
2. Personal problem solving and crisis management
3. FAFSA application assistance
4. Priority registration
5. Help with scholarship applications and letters of recommendation
6. Book grants or financial grants (if funds are available)
7. Use of the student computers in the EOP&S Office with on-line access and limited free printing
8. Campus and community resource referrals
9. Alpha Iota Honor Society membership fee waiver (active memberships only)
10. Cap and gown for graduation

Student and Authorized Staff Signatures

By signing the MRC, I acknowledge that I have read and agree to uphold the responsibilities of an EOP&S student. I hereby authorize the exchange of information between AVC EOP&S/CARE and CalWORKs staff and other college student services programs, departments, and staff, as well as the Department of Social Services in order to verify my income, eligibility and the need for support services.

X _____ 900 _____
Student Signature Date Student ID #

Signature of Authorized EOP&S staff _____