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**Administrative Procedure**  
Chapter 5 – Student Services

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**AP 5150 EXTENDED OPPORTUNITY PROGRAMS AND SERVICES**

**References:**

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

Eligibility for the Extended Opportunity Programs and Services (EOPS) Program is dictated by Title 5 and sets forth the following guidelines:

To receive programs and services from EOPS, a student must:

- Be a resident of California
- Be enrolled full-time
- Not have completed more than 70 units of degree applicable college coursework
- Qualify to receive Board of Governors fee waiver (type A or B)
- Be educationally disadvantaged as determined by the EOPS director/designee, utilizing the following criteria:
  - Not qualified for enrollment into the minimum level English or mathematics courses
  - Not have graduated from high school or obtained a GED
  - Graduated from high school with a grade point average below a 2.50 on a 4.00 scale
- Been previously enrolled in remedial education
- Other factors established in the District's plan and submitted to the California Community Colleges Chancellor's Office pursuant to Title 5 Section 56270

Student responsibility to remain eligible to receive services requires:

- Application for state and/or federal financial aid
- Maintenance of academic progress towards an educational goal
- Development and adherence to an educational plan (SEP)
- Development and adherence to a Mutual Responsibility Contract

EOPS follows strict reporting guidelines that govern deadlines and evaluation of services offered, by semester and annually. Reports are ongoing and must meet demands of external funding sources and internal program reviews.

Under the direction of the Dean, Student Equity, the EOPS Director develops and implements an annual program plan that includes the following programs and services:

1. The district will employ a full-time EOPS director to manage the program's day-to-day operations and supervise all staff assigned to EOPS.
2. In alignment with the regulations, EOPS staff may attend all required trainings, including program staff development, regional meetings, state conferences, and college in-service functions.
3. The EOPS director will maintain an advisory committee comprised of college personnel, student representation, local high school, and community representation.
4. Students receive an in-depth orientation to the program and to resources available to them, both on- and off-campus.
5. EOPS counselors may provide cognitive and non-cognitive assessment, advisement, and counseling services to EOPS students in conjunction with developing their student educational plan. EOPS registration services are available to new and continuing EOPS students.
6. Other services available to EOPS students may include but are not limited to academic and personal counseling, outreach activities, transfer assistance, book loans, college readiness, orientation, financial aid workshop, referrals, tutoring, and priority registration every semester. EOPS counseling services may include academic, personal, and career counseling at the minimal level of three sessions per semester to ensure EOPS students' retention and progress towards their educational goals.
7. Students who are selected to participate in the program are required to submit an EOPS Mutual Responsibility Agreement (MRA) each academic year prior to the receipt of any EOPS services.

8. EOPS students shall have access to basic skills instruction, workshops, and tutoring services in basic skills subjects.
9. EOPS state regulations require that an approved EOPS student have an educational plan on file. This comprehensive student educational plan outlines all required coursework for a student to meet their educational goal. Transfer and Career Services are provided in alignment with Title 5 guidelines.
10. EOPS students will be awarded EOPS grant aid as funding permits. EOPS grant aid shall be awarded for the purpose of reducing potential student loan debt or to reduce their unmet financial need.
11. Direct aid service components may include but are not limited to book vouchers, food vouchers, grants, bus passes, school supplies, basic needs, and commencement fees.

Waivers are in place from the California Community Colleges Chancellor's Office in the areas of Transfer, Tutoring, and Career/Employment services available at the District.

The EOPS Director shall establish objectives to achieve the goals in implementing extended opportunity programs and services. In addition, the Director shall continually review processes and procedures to ensure that students have access to appropriate services. The Extended Opportunity Programs and Services (EOPS) Program Plan is on file and available for review in the EOPS Office.

EOPS services are described in the college catalogs and online.

Also see BP 5150 Extended Opportunity Programs and Services.

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**Approved:** November 17, 2021  
*(This is a new procedure)*