
**Allan Hancock Joint Community College District
Board Policy
Chapter 5 – Student Services**

**BP 5150 EXTENDED OPPORTUNITY PROGRAMS AND SERVICES
(EOPS)**

Support services and programs that are in addition to the traditional student services programs shall be provided in order to assist students who have language, social, and economic disadvantages to succeed academically in the District.

The Extended Opportunity Programs and Services (EOPS) is established to provide services that may include, but are not limited to, outreach, recruitment, orientation, registration assistance, multicultural activities, transfer services, vocational guidance, tutorial services, counseling and advising, and financial aid.

The Superintendent/President shall assure that the EOPS program conforms to all requirements established by the relevant law and regulations.

References: Education Code Sections 69640–69656;
Title 5 Sections 56200 et seq.

**Adopted: 7/14/15
Revised: 5/11/21**

Allan Hancock Joint Community College District
Administrative Procedure
Chapter 5 – Student Services

AP 5150 EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS)

Extended Opportunity Programs and Services (EOPS) is a program funded by the state and the District to provide above and beyond, and in addition to, support services to assist eligible students who have language, social, and economic disadvantages to successfully complete their chosen educational objectives.

Under the direction of a designated administrator, the EOPS Director develops and implements an annual program plan that meets Title 5 Regulations, Section 56220 for financial and academic need, and the State Chancellor's Office Implementation Guidelines for EOPS.

Program and Staffing Standards

- Provide outreach and recruitment services, orientation, and registration assistance for priority enrollment.
- Provision of tutoring to EOPS students based on assessed need.
- EOPS funds may not be used for any coursework generating FTEs or for services provided for all students.
- Provision of transfer and career employment services above and beyond what is offered to all students.
- Hancock College must have a full-time EOPS Director, who must:
 - Meet minimum qualifications for all CCC educational administrators;
 - Have completed 6 units of ethnic studies;
 - Have two years of full-time experience with either administration of programs focused on ethnic minorities or disadvantaged populations or as EOPS counselor or instructor.
- EOPS Counselors must:
 - Possess a community college counselor credential or master's degree in counseling or equivalent;
 - Have 2 years of occupational experience with ethnic minorities or disadvantaged populations;
 - Have completed either nine semester units of college coursework related to ethnic minorities or disadvantaged populations OR six semester units of college-level counseling practicum.

Student Eligibility Criteria for EOPS Services

To be eligible for EOPS, a student must:

- be a California resident or be exempt from paying non-resident tuition pursuant to Education Code section 68130.5;
- be enrolled as a full-time student (typically a minimum of 12 units, or four units in any summer session or winter intersession). The EOPS Director may authorize up to 10% of the EOPS students accepted to be enrolled for 9 units, or have Learning Assistance Program (LAP) certification for a reduced unit load as a student with a verified disability, or be determined full-time equivalent (typically a minimum of 9 units) as a CARE or NextUp participant;
- have not completed more than 70 units of degree-applicable credit course work in any combination of post-secondary higher education institutions;
- qualify to receive the California College Promise Grant (A, B, or C with estimated family contribution [EFC] of \$0); and
- be educationally disadvantaged as determined by the EOPS Director or designee. In making that determination, one or more of the following factors shall be considered:
 - not qualified for enrollment into the minimum level English or mathematics course that is applicable to the associate degree
 - not have graduated from high school or obtained the General Education Diploma (GED)
 - graduated from high school with a grade point average below 2.50 on a 4.00 scale
 - have been previously enrolled in remedial education
 - other factors set forth in the District's EOPS Plan submitted to the Chancellor's Office pursuant to Title 5 Section 56270;
 - member of an underrepresented group targeted by District/college student equity goals;
 - first generation college student
 - the primary language spoken in the student's home is or was non-English
 - current or former foster youth.

To remain eligible to receive programs and services, students are required to:

- Apply for state and federal aid (FAFSA or CADAA) pursuant to the file completion procedures established at Hancock College.
- Maintain academic progress towards a certificate, associate degree, or transfer goal per the academic standards established by Hancock College.
- Sign a Mutual Responsibility Contract.
- Complete a comprehensive Student Educational Plan (SEP).
- If selected for verification by Financial Aid office, provide financial documentation within 2 months of acceptance into the EOPS program as required by the College's Financial Aid policies and procedures.

- Participate in a minimum of three contact sessions per semester with their EOPS Counselor of which one of the three sessions can also be with a peer advisor or paraprofessional staff:
 - First: Prepare, review, or update SEP and Mutual Responsibility Contract;
 - Second: In-Term contact session to assess academic progress and needs;
 - Third: Exit session to assess success of student in reaching objectives of term and make future plans.

Student Eligibility for EOPS Financial Aid Awards

To receive EOPS financial aid assistance students must be EOPS eligible at the time of acceptance and demonstrate financial need as determined by the Financial Aid office.

Financial Aid Awards may include:

- book grants
- caps and gown for graduating students
- field trips
- meal vouchers
- gas cards
- transportation assistance
- university application fee waivers
- EOPS student loan
- And other direct financial aid assistance

EOPS Financial Aid Standards

The stated purpose of EOPS grants and work-study is to reduce unmet financial need or potential student debt.

Amounts of EOPS grants and work-study awards:

- Grants: not to exceed \$900 per academic year or student's unmet need, whichever is less
- Work-study: not to exceed \$1,800 per academic year or student's unmet need, whichever is less
- In total, cannot exceed \$1,800 per academic year or student's unmet need, whichever is less

Award Procedures

- Awards must be granted in coordination with the Financial Aid office.
- Awards must be distributed as evenly as possible between dependent and independent students.
- Priority should be given to students having lowest family or personal incomes.
- EOPS emergency loan program may be established to meet unexpected or untimely costs.
- EOPS emergency loans may not exceed \$300 in an academic year and must be repaid within same academic year.

- EOPS emergency loan funds must be managed in separate account; may be carried over fiscal years.

Students are informed of their award and repayment options via email.

EOPS Academic & Career Services may include:

- Academic counseling
- Book lending
- Career and transfer planning
- Computer lab with free printing
- Day 1 priority registration
- Financial aid assistance and guidance
- Laptop/calculator loaner program
- Peer mentor support
- Recognition banquet
- School planner
- Specialized workshops
- Targeted outreach and recruitment
- Tutoring
- University and cultural field trips

Types of EOPS Personal Support may include:

- Student program advisor support
- Peer advising
- Referral services
- EOPS/CARE student orientation
- Personal counseling

Limitations on Eligibility

EOPS students are no longer eligible

A student who has met the eligibility requirements of Sections 56220 and 56222, and who participates without term-to-term interruption (Fall to Spring or Spring to Fall), shall continue to be eligible until the student:

- has completed 70-degree applicable credit units of instruction, or has completed consecutively six semester terms (or nine quarter terms) of enrollment;
 - Time spent by the student enrolled in remedial courses, including remedial level English as a Second Language courses, shall not be included when computing the requirements of this sub-section.
 - The EOPS Director may waive this limitation only in cases where students are enrolled in programs which require more than 70 units (i.e. a high unit major,) or which require prerequisites that would exceed the limitations.
- has failed to meet the terms, conditions, and follow-up provisions of the student education plan and/or the EOPS mutual responsibility contract.

- If the student drops out for a term (semester) or more (not counting summer or winter), they must meet eligibility requirements.

Advisory Committee

The EOPS Advisory Committee assists Hancock College in developing and maintaining effective extended opportunity programs and services to eligible students. The EOPS Advisory Committee is state-mandated under Title 5, Chapter 2.5, Section 56208. Committee membership is comprised of faculty, staff, EOPS students, representatives from local feeder high schools, the community and business sectors, and four-year colleges when possible. The EOPS Advisory Committee meets a minimum of two times per academic year.

Extended Opportunity Programs and Services are detailed in the EOPS Program Plan available for review in the EOPS office.

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

Approved: 6/16/15

Revised: 4/20/21