

## **Final Revisions to Title 5, California Code of Regulations Relating to Student Education Plan**

### **SECTION 55524 OF ARTICLE 3 OF SUBCHAPTER 6 OF CHAPTER 6 OF DIVISION 6 OF TITLE 5 OF THE CALIFORNIA CODE OF REGULATIONS IS AMENDED TO READ:**

§ 55524. Student Education Plan.

(a) Each district or college shall establish a process ~~that takes into consideration the student services and instructional resources available for assisting students to select to identify an education goal and course of study within a reasonable time as soon as possible~~ after admission as required by section 55530(d). This shall include, but not be limited to, ~~the provision of counseling, advising, and other education planning services as required by section 55523.~~

(b) Districts or colleges shall provide ~~all non-exempt~~ students with an opportunity to develop student education plans that are either:

(1) Abbreviated. Abbreviated student education plans are one to two terms in length ~~and~~ designed to meet the immediate needs of students for whom a comprehensive plan is not appropriate; or

(2) Comprehensive. Comprehensive student education plans take into account a student's interests, skills, career and education goals, major, ~~course placement, credit for prior learning,~~ potential transfer institutions, and the steps the student needs to take on their educational path to complete their identified course of study. The comprehensive ~~student education plan helps the student achieve their educational goal and course of study- by delineating all course, program, and other requirements for the certificate, degree, and transfer; applicable course prerequisites or co-requisites; and any support or instructional services available, needed, or required to achieve the stated goal.~~ The comprehensive plan includes, but is not limited to, addressing the education goal and course of study requirements, such as the requirements for the major, transfer, certificate, program, applicable course prerequisites or co-requisites, the need for basic skills, assessment for placement results, and the need for referral to other support and instructional services as appropriate. The comprehensive student education plan is tailored to meet the individual needs and interests of the student and may include other elements to satisfy participation requirements for programs such as EOPS, DSPS, CalWORKs, veterans education benefits, athletics, and others.

(e) Once a continuing nonexempt student has selected an education goal and course of study, the district shall make a reasonable effort to afford the student the opportunity to develop a comprehensive student education plan describing the responsibilities of the student, the requirements he or she must meet, and the courses, programs, and services required and available to achieve the stated goal.

(c) To the maximum extent possible, districts or colleges shall provide a comprehensive education plan to non-exempt students before the end of their first academic year, or a shorter period if required by district or program policy.

(d) The student education plan developed pursuant to subdivision (b) shall be accessible, timely, and recorded in electronic form. The student education plan and its implementation shall be reviewed as necessary to ensure that it continues to accurately reflect the program progress, needs, and goals of the student. Districts or colleges shall make a reasonable effort to not duplicate education planning processes including for students participating in special programs.

(e) If a student believes the district or college has failed to make good faith efforts to develop and provide a student education a plan, has failed to provide programs and services specified in the student education plan, or has otherwise violated the requirements of this section, the student may file a complaint pursuant to section 55534(a).

Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 78212 and 78222, Education Code.

## **SECTION 55530 OF ARTICLE 4 OF SUBCHAPTER 6 OF CHAPTER 6 OF DIVISION 6 OF TITLE 5 OF THE CALIFORNIA CODE OF REGULATIONS IS AMENDED TO READ:**

§ 55530. Student Rights and Responsibilities.

(a) All students shall be required to:

(1) identify an education and career goal;  
(2) diligently engage in course activities and complete assigned coursework; and  
(3) complete courses and maintain progress toward an education goal and completing a course of study.

(b) Non-exempt first time students shall, ~~within a reasonable period of time~~, be required to:

(1) identify a course of study.  
(2) ~~be assessed~~ participate in the course placement process, to determine appropriate course placement.

(3) complete an orientation activity provided by the college.  
(4) participate in counseling, advising, or ~~another~~ other education planning services pursuant to section 55523 to develop ~~to receive~~, at a minimum, an abbreviated student education plan. a student education plan pursuant to section 55523 and section 55524.

(c) For the purposes of this section, a first time student is a student who enrolls at the college for the first time, excluding ~~students who transferred from another institution of higher education~~. exempt students pursuant to section 55532. For purposes of this section, first time enrollment does not include concurrent enrollment during high school.

To the extent that a college has the capacity to require and provide the services identified in subdivision (b)(1) through (4) to other students, nothing in this section would preclude a college from doing so.

~~(d) Nonexempt students who have completed the services identified in (b)(1) through (4) shall be required to complete a comprehensive education plan after completing 15 semester units or 22 quarter units of degree applicable credit course work or prior to the end of the 3rd semester or 4th quarter of enrollment, or a shorter period if required by district or program policy.~~

~~(e)(d) Failure to fulfill the required services requirements listed in subdivision (b) may result in a hold on a student's registration or loss of registration priority pursuant to section 58108 until the services have been completed.~~

~~(f)(e) Information obtained from the matriculation process shall be considered student records and shall be subject to the requirements of subchapter 6 (commencing with section 54600) of chapter 5.~~

Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 76000, 76001, ~~and 78212 and 78222~~, Education Code.

## **SECTION 55531 OF ARTICLE 4 OF SUBCHAPTER 6 OF CHAPTER 6 OF DIVISION 6 OF TITLE 5 OF THE CALIFORNIA CODE OF REGULATIONS IS AMENDED TO READ:**

### **§ 55531. Institutional Responsibilities.**

(a) The governing board of each community college district shall adopt policies reflecting the provisions of section 55530, Student Rights and Responsibilities. Colleges shall take steps to ensure that information regarding its matriculation policies are accessible and available to all students during or prior to enrollment (e.g., during orientation) and are included in class schedules, catalogs, or other appropriate communications describing student rights and responsibilities under this subchapter.

~~(b) Once the student has identified a course of study and completed 15 semester units or 22 quarter units of degree applicable course work, Once a non-exempt student has completed the items identified in subdivision (b) pursuant to section 55530, the district or college shall provide the student with a comprehensive education plan as required by section 55524. the college must provide the student with an opportunity to develop a comprehensive student education plan pursuant to section 55524 within a reasonable time period. Student responsibilities shall also be identified in the student's education plan developed pursuant to section 55524.~~

~~(c) Colleges are required to provide non-exempt students with the services specified in sections 55520, 55521, 55522, 55523, and 55524. Initial implementation of these services is required for first time students identified in section 55530(b) by the fall 2015 term. Beginning with the spring 2015 term, Districts shall notify students of the requirements established by this subchapter.~~

(d) Districts may establish a policy providing that a non-exempt student will have a hold placed on registration ~~or lose registration priority~~ pursuant to section 58108 if a student fails to fulfill the responsibilities set forth in section 55530(b) and (c).

(e) Districts and colleges shall make reasonable efforts to avoid duplication of the orientation, assessment, counseling, advising, or other education planning services, and development of student education plans funded through this subchapter or funded through other programs.

(f) It is the intent of this subchapter that instructional and student services departments at each college shall use multiple sources of data from student education planning efforts and identified courses of study to coordinate course scheduling.

Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 76000, 76001, and 78212, and 78222, Education Code.

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