

**As a condition of acceptance and continuance of services through the Educational Opportunity Program at San José State University, I agree to all of the following:**

**General:**

- To inform EOP of any changes in my name, address or phone number within five (5) days of the change. I will also keep my contact information updated on MySJSU.
- To participate in appropriate SJSU-EOP support programs. These may include Fall Kick-Off, Learning Communities, EOP Mentor Program, academic workshops, life skills workshops, probationary seminars, EOP Start, individual &/or group tutoring, and EOP end of the semester celebration.
- To actively check MySJSU for EOP advising holds, other university holds as well as messaging from SJSU.
- To maintain full time status (12 units) and meet program requirements in order to be eligible to receive an EOP grant.
- Authorization for my instructor(s) to release information about my academic status to the EOP staff. This includes grade checks through Progress Reports via GradesFirst.

**Advising:**

- To understand the SJSU Catalog, including graduation requirements, academic policies and procedures.
- To develop an Educational Plan with the help of my major advisor. I agree to register for classes that fulfill General Education requirements and/or classes required for my major and/or minor.
- To ensure that my General Education and major requirements are completed in a timely manner. I will keep track of my progress via the Degree Progress online via MySJSU.
- If I am accepted to San José State University as an assigned Undeclared major, I agree to declare my major as soon as possible in accordance with University policy. I understand that I need to contact the major department in which I am interested in to learn change of major requirements and take any other proper steps to explore major options at SJSU.
- To participate in EOP retention services and utilize program resources as outlined by my EOP advisor.
- To meet with my major advisor at least once a semester in addition to general advising, personal development, and support services received by EOP.
- To register for the Writing Skills as soon as I am eligible, after completion of English 1B. By not taking or not passing the WST, I understand that I will be limited in the courses that I will be allowed to register for.

**Beyond the Bachelor:**

- To ensure my success, I will obtain information on the following items, either by attending workshops or via one on one appointments:
  - Career Center Workshops (resume writing, personal statements, cover letters, job searching etc.)
  - Applying for graduation and to graduate school.
  - Explore graduate school options and requirements.
  - Explore internship opportunities.
  - Time management and organizational skills.
  - Attend all recommended EOP workshops.

**Academic Standing:**

- To maintain good academic standing with the university (SJSU cumulative GPA at a minimum of 2.000) as well as within EOP. The EOP program requires students to maintain a SJSU cumulative GPA of at least 2.300.
- If my SJSU cumulative GPA should fall below 2.300, or I am academically disqualified, I agree to meet with my EOP advisor for academic planning.
- If my SJSU cumulative GPA should fall below a 2.300, I agree to abide by the Academic Success Checklist set in place by my EOP Advisor. This includes meeting with my EOP advisor at the beginning of each semester. Failure to comply with these guidelines may result in the suspension of EOP services.
- To seek tutoring assistance from one of the following: the Learning Assistance Resource Center (LARC), the Writing Center, EOP Tutorial Services, the Business Student Advisement Center (BSAC) or from the Math or Science departments in subjects I am having difficulty in.
- To contact my EOP advisor immediately if I encounter any difficulty meeting these requirements. I agree to complete an exit interview with EOP if I should decide to withdraw from the University at any point in my educational progression.

**You can expect the following from your EOP Advisor:**

- To be a guide for you at SJSU, to effectively communicate university policy and procedures.
- Ensure that your questions and concerns are addressed.
- To provide you with information about available resources and services on campus.
- To assist you in gaining decision making skills and in assuming responsibility for your educational and personal plans.

**Your advisor expects you:**

- To make appointments for advising via GradesFirst.
- To cancel and/or reschedule appointments in a timely manner.
- Come prepared to your advising appointment with a list of questions to ask and items for discussion.
- Ask questions if you do not understand.
- Accept responsibility for your decisions and actions.
- Understand and comply with university policies.

If the conditions of the agreement are met satisfactorily, I will remain eligible for receiving services through the Educational Opportunity Program. If these conditions are not met, a hold will be placed on my record as well as against my financial aid. Further noncompliance of these conditions may result in the termination of all EOP support and EOP financial assistance. I have read the above conditions and understand clearly that the terms of this Agreement between the Educational Opportunity Program and me are mutually beneficial in order to assist in my persistence to graduation with a Bachelor's degree from San José State University.

Student name (Print name) \_\_\_\_\_

SJSU ID \_\_\_\_\_

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

Signing the EOP student agreement does not guarantee admission to the Educational Opportunity Program and/or to San José State University. All admission requirements must be met, including required/requested documents and applications must be submitted.