

Palomar College **EOPS/CARE**

I've violated my Mutual Responsibility Contract for participation in EOPS/CARE, now what?

Suspension of Services

If this is the **first** time you violated your Mutual Responsibility Contract (MRC), your services will be temporarily suspended; schedule an appointment to meet with an EOPS counselor. Be prepared to discuss the circumstances that resulted in your suspension of services and to strategize ideas to promote academic success. Upon meeting with a counselor, you will be reinstated to EOPS and provided a second opportunity to adhere to your Mutual Responsibility Contract. This meeting will count as your first contact for the semester and services will be available 48 hours after attending your appointment.

Disqualification:

If this is the **second** time you have violated your Mutual Responsibility Contract (MRC), you have been disqualified from EOPS/CARE. In order to pursue reinstatement, you must complete the following steps:

1. Complete the ***EOPS/CARE Petition*** in its entirety.
2. Include any and all supporting documentation of extenuating circumstances with your completed petition.
3. Once contacted with the outcome of your petition, if approved, schedule an appointment to meet with an EOPS counselor.
4. Meet with an EOPS counselor to discuss the circumstances that resulted in your disqualification and strategies that you plan to implement to avoid future issues of a similar nature.

If your petition is approved, you will be notified by the EOPS/CARE petition committee via email and provided another opportunity to adhere to your Mutual Responsibility Contract. Your meeting with a counselor will serve as your first EOPS contact for the semester. If you fail to demonstrate satisfactory academic progress (Semester GPA of 2.0 or better, completing at least 9 units unless a valid director's waiver is on file, or meet three times a semester with an EOPS counselor), you will again be disqualified from EOPS/CARE.

Second Disqualification (and beyond):

If this is the **third** time you have violated your Mutual Responsibility Contract, you must complete the following steps:

1. Complete the ***Director's Appeal*** in its entirety.
2. Include any and all supporting documentation of extenuating circumstances with your appeal.
3. Identify what has changed in the time since your dismissal that will allow you to adhere to your Mutual Responsibility Contract.
4. Develop a plan to ensure academic success and affirm your dedication to your own success.
5. **If your appeal is approved, you will need to meet with the Director of EOPS/CARE/CalWORKs** to discuss future expectations for continued program participation, prior to reinstatement.
6. Services will be available 48 hours after reinstatement.
7. You will then need to meet with an EOPS/CARE Counselor to review your plan for success.

Denied Petitions: If your petition for reinstatement was denied, you can complete a Director's Appeal. Please note that this will require an additional contact with an EOPS/CARE Counselor, as well as a meeting with the Director, if the Appeal is approved.

Denied Appeals: Denied Director's Appeals will result in a suspension of services for no less than one semester. Students who have had a denied appeal must reapply for EOPS/CARE services, demonstrate satisfactory academic progress (a semester GPA of 2.0 or better, completing at least 75 % of the coursework for which he/she enrolled), and be otherwise eligible for services. Please see the [eligibility requirements](#) for further detail.