

## Mutual Responsibility Agreement

Welcome to the TRIO SSS program! As a participant in the program, a variety of services are available to you (i.e. counseling, tutoring, study skills, educational/career planning, mentoring, and cultural enrichment activities). We hope that you take full advantage of all of the services available to you so that you may be able to reach all of your academic and career goals!

### REQUIREMENTS OF ALL STUDENTS

The following guidelines are designed to ensure your academic success.  
(Please initial each item)

#### TRIO SSS agrees to:

- Provide you with academic and career counseling;
- Assist you with academic, career, major, graduate school and personal concerns;
- Provide timely access to critical information and deadlines;
- Assist in connecting you with other students/student groups;
- Assist you with Financial Aid forms and Financial Literacy resources
- Assist in connecting you with academic support professionals who can provide you with specialized services;
- Provide priority registration as available; (must meet program requirements to earn)
- Monitor your academic progress through professor evaluations and other means as necessary.

#### As a First Year and/or Second Year student, I agree to do the following (Please initial each item):

- I agree to complete **FOUR MANDATORY contacts per semester** with TRIO SSS.
  1. **Two contacts** must be with a TRIO SSS Counselor/Advisor
  2. **One contact** must be with a TRIO SSS Peer Mentor to develop an academic success plan.
  3. **One contact** must be completed by attending a TRIO SSS cultural event, forum, symposium or other TRIO SSS event/or activity (Event/activity must be longer than 30 minutes).

\* *My third, fourth or higher year* I agree to make **two mandatory contacts per semester** with TRIO SSS.

1. One contact must be with a TRIO SSS Counselor/Advisor
2. The second contact may be completed by :
  - a. A second contact with a TRIO SSS Counselor/Advisor
  - b. Attend a TRIO SSS cultural event, forum, symposium or other TRIO SSS events/or activities (Events must be longer than 30 minutes).

I agree to adhere to the course selections provided by a TRIO SSS counselor/advisor for my first two semesters;

I agree to attend required Supplemental Instruction/Tutoring sessions as recommended by a TRIO SSS counselor/advisor.

I understand that my first TRIO SSS contact must take place within the first 6 weeks of school each semester.

I agree to submit a Free Application for Federal Student Aid (FAFSA)

I agree to meet with my major academic advisor as needed, once your major is declared.

\_\_\_\_ I agree to meet with a TRIO SSS Counselor/Advisor before withdrawing from the program, taking academic leave and/or prior to graduating to complete an Exit Survey.

\_\_\_\_ I understand that the first semester is a program probationary period. If I do not make any contacts for two consecutive semesters, I must reapply for admission to TRIO SSS, unless I am granted an Educational Leave of Absence. *\*NOTE – If your contacts are not fulfilled within two consecutive semesters, you will be dismissed from the TRIO SSS Program.*

**Additional Requirements for Students on Academic Probation**  
**If you are on academic probation, this would apply:**

\_\_\_\_ I agree to meet with a TRIO counselor/advisor at least *three additional* times during each semester to:  
1) Assess my academic standing and develop an academic plan, 2) to review my academic plan and conduct a mid-semester progress review, and 3) discuss my academic goals and plan next semester's schedule.

\_\_\_\_ I agree to attend a minimum of one coaching session per week that will be specially designed to bring up my GPA.

*I understand that this contract is designed to outline the requirements that I must fulfill to remain in the TRIO-SSS Program. Failure to follow participation guidelines or failure to maintain good academic standing can be grounds for probation or dismissal from the program.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (Print): \_\_\_\_\_

Counselor/ Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_