

Date: August 18, 2009
To: All EOPS and CARE students
From: Cecilia Alvarado, EOPS Manager
Subject: EOPS and CARE Appointments

As you begin to plan out your EOPS and CARE appointments for Fall 2009, remember to make every effort to honor the time and date of your set appointments. I also want to encourage all of you to make your appointments early in the year. In the past years, EOPS offered an overflow of counseling appointments in the evening and on weekends. Due to budget cuts, EOPS will not be offering any weekend appointments and will only offer one evening of counseling per month. Please plan accordingly so that you are not left without an appointment. Keep in mind that if you do not meet your appointment requirements, a hold will be placed on your Book Service Award.

Finally, if you miss more than three appointments then you will lose your appointment privileges. Please read below for further details:

Every student who is in EOPS, signed the Mutual Responsibility Contract (MRC) during their new student orientation. In that contract, your student responsibilities to EOPS and CARE are listed. As a courtesy, I wanted to inform you that EOPS and CARE will enforce the MRC appointment penalty clause. The aforementioned MRC contract clause reads as follows:

- **understand** that missing 3 or more appointments will incur the loss of appointment privileges; as a result I will only be allowed to see a counselor and specialist on a walk in basis.

If you want a copy of the contract, please see your specialist. Note that the front desk will keep a record of every student who does not show up to an appointment.

The following walk in times will be offered to all EOPS students:

- Total of 4 hours of "walk in" counseling time during the last week of each month.
- 4 hours of "Walk In" time per specialist scheduled the last Friday of each month. Lizzete and Sabrina will offer "walk in" on the last Wednesday of the month.