

RCC Promise Program Policies

1. Active Status

- Complete the Promise Eligibility Checklist, watch the video and complete the Promise Application. Attend a Summer Experience Session (Prior to starting the first Fall Cohort), Enroll full-time (12 units or more in Fall/Spring and 3 units in Winter/Summer), and check your RCC email regularly.

2. Maintaining Active Status in Promise

- The academic year consists of Fall, Winter, Spring, and Summer. A 2.5 GPA is required. A minimum of 12 units is required in the Fall and Spring semesters and 3 units in the Winter and Summer sessions.
- Evaluations will be made throughout the year to determine program eligibility. Students who complete less than 30 units in one academic year (Fall, Winter, Spring, and Summer) will become ineligible for the program. Suspension of services will be effective immediately after the student becomes ineligible.
- **One-time appeal:** There is an option for a conditional **one-time appeal** to remain in the Promise Program for students who do not maintain a 2.5+ GPA and 12+ units in the Fall and Spring semesters due to extenuating circumstances. Documentation is required.
- *Specialized programs, including culinary, cosmetology, and DRC (Disability Resource Center) students, can enroll in a status equivalent to full-time within their programs, which may be less than 12 units during Fall/Spring semesters. Variations may occur during the Winter and Summer semesters. For more details, please contact your program's educational advisor or counselor.
 - ❖ **Please note:** The two-year program duration for specialized programs will not be extended for students in majors outside of STEM and Nursing.

3. Enrollment

- Full-time enrollment is a requirement for the program. Full-time status is equivalent to 12 units for Fall and Spring semesters and 3 units for Winter and Summer sessions for a total of 30 units per academic year for most programs.
- *Specialized programs, including culinary, cosmetology, and DRC (Disability Resource Center) students, can enroll in a status equivalent to full-time within their programs, which may be less than 12 units during Fall/Spring semesters. Variations may occur during the Winter and Summer semesters. For more details, please contact your program's educational advisor or counselor.
 - ❖ **Please note:** The two-year program duration for specialized programs will not be extended for students in majors outside of STEM and Nursing.
- Courses taken during the Summer before the start of the Promise program, including Advanced Placement and college units earned prior, will not be covered by the Promise program and cannot be used to fulfill the full-time enrollment requirement.

4. GPA

- A minimum of a 2.5 GPA or higher is required each term to stay eligible in the Promise Program.

5. Tuition and Fee Waiver

- Tuition and Student Services fees will be covered each term after the 10th week of Fall and Spring semesters and the 4th week of Winter and Summer sessions. Tuition will be paid for students who stay in compliance with program requirements. Students will not be dropped from their courses for non-payment. Promise students are discouraged from paying any outstanding balances during this time. If payment is made, a reimbursement will be issued, but the time frame for a reimbursement can be lengthy and is not recommended.

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6. Priority Registration

- Priority registration is provided each term to students who maintain compliance with program requirements. Priority registration dates are limited to 3 days. Promise priority provides access to Riverside City College classes only. If the student misses their priority registration period, they must wait until their normal registration date to enroll in classes. Classes are not guaranteed after priority registration. However, it is the student's responsibility to enroll in the required units, prior to the start of each term.

7. Book Voucher

- Book credit will be provided in the Fall and Spring semesters to students who stay in compliance with the program requirements. The book credit can only be used in the RCC Bookstore to purchase the required textbooks. Students must provide a photo ID and class schedule at the time of purchase. The book credit will cover book rental charges; however, the student must provide a credit card at the time of purchase. The book credit will not cover rental fees associated with damage, late charges, or non-returns.

8. Student Educational Plan (SEP) and Semester by Semester Plan (SBS)

- Students must develop and update their Student Educational Plans (SEP) and Semester-by-Semester (SBS) plans with an RCC counselor every Fall semester. Students must enroll in courses as prescribed on their educational plans. Students are required to provide Student Educational Plans (SEP) and Semester-by-Semester (SBS) plans to the Promise program every Fall semester. **Please note:** If students change their major, they must update their Student Educational Plan (SEP) that semester with an RCC counselor and provide the updated (SEP) to the Promise program.

9. FAFSA/DREAM Application and Time in Program

- Students are required to complete a FAFSA or DREAM application prior to the month of March each year they are in the program. Students who maintain eligibility requirements are offered two years in the program beginning in the Fall term. Eligible STEM and nursing students are offered three years in the program.

10. Other Requirements

- Students in the Promise program must complete two of the following during Fall and Spring semesters: campus workshops, meetings, tutoring, or other academic activities promoted by the Promise Program or Riverside City College. Academic success is more likely when students participate in campus activities, services, and supports beyond the classroom. We will promote activities and track student participation as applicable to meet program needs. Students may also be required to attend additional information sessions each semester.

* If you had an IEP, 504, medical diagnosis, psychiatric diagnosis, or are concerned about your academics and would like to continue receiving services through The Promise Program, please make sure to visit the DRC office as soon as possible. You can reach them via email at drc@rcc.edu. Please take note if you have established DRC accommodations and one of your accommodations includes a Unit Reduction, you will need to communicate with DRC and request that the DRC Unit Reduction accommodation be made accessible to The Promise Program via email at the.promise@rcc.edu.

For more information please visit our website at www.rcc.edu/become-a-student/promise-program.html or contact us at the.promise@rcc.edu