



**EOPS Progress Report
Spring 2009**

✓ **Attention all *new* and *continuing* EOPS students!**

The improved Progress Report process is designed for your success. It will help you build relationships with your instructors and address any academic issues you may be having earlier in the semester.

This semester, you are required to do the following with the Progress Report:

1. Take the attached Progress Report to your instructors mid-semester (ideally during the 4th and 9th weeks of the semester), and explain why you need the progress report completed. Please see your instructors during their office hours OR by scheduled appointment.
2. Once your progress report has been completed, please bring the completed progress report to your next scheduled EOPS counseling visit. The EOPS counselor will review your progress report, and put it in your EOPS file.
3. Attached to this letter you will find the progress report.

Please note: If you need extra progress reports, they will be available in the EOPS Office, Student Services Center, room 214. Additionally, the progress report will be online at www.dvc.edu/eops. If you are taking an on-line course, this is a form on the EOPS web-page which your instructor may complete and email to you.

Do not forget, EACH semester you are in EOPS you are REQUIRED to fulfill the following EOPS requirements:

- 1) Complete at least two (2) scheduled counseling visits with an EOPS counselor.
- 2) Complete one (1) EOPS Peer Advisor visit on a drop-in basis in the EOPS office.
- 3) Complete 67% of your units with a 2.0 GPA
- 4) Complete the mid-semester EOPS Progress Report and bring it to your next scheduled EOPS Counseling visit! If you have completed both required visits you may bring your progress report to an EOPS Drop-In time.

We wish you a wonderful and successful Spring 2009 semester!

-EOPS Office Staff