

**9A:12-1.11 Eligible program support components**

(a) Each institution participating in this program shall conduct an ongoing evaluation of all students after admission. This process shall at a minimum include, clearly defined activities to assist students with the identification of educational and career goals and the development of an academic plan that will ensure retention, graduation, preparation for county/community college students to transfer to a four year institution, and preparation for graduate and professional school for all undergraduate students. These activities shall include—but not be limited to:

1. **Skills Assessment:** An assessment of student basic skills needs and performance;

2. **Remedial Developmental Instruction:** The development of remedial, ESL and developmental programs designed to remedy academic deficiencies;

3. **Counseling:** Each institution shall provide counseling programs designed to assist students to realize their personal and educational goals.

4. **Supplemental instruction/tutoring:** Each institution shall provide well-defined programs of supplemental instruction, tutoring, and study supervision to assist students to resolve learning difficulties. These programs may include specially adapted versions of courses that serve as gateways to majors and the use of peer learning groups.

5. **Preparation for county/community college students to transfer to four year institutions:** Each institution shall provide programs designed to inform county/community college students of the educational opportunities available for them at four year institutions. This service shall be coordinated by the EOF campus staff and include articulation agreements and joint admissions policies institutions have established with four year institutions, pre and post-transfer orientation, instructional exchanges during intersessions and summers, academic advisement and financial aid information.

6. **Preparation for careers, graduate and professional education:** Each institution shall provide programs designed to prepare undergraduate students for careers and enrollment in graduate/professional school. These services shall be coordinated by the EOF campus staff in conjunction with the institutional placement office and academic departments. These services shall include career interest testing, preparation of resumes, job search and interview techniques, as well as programs to nurture student interest in graduate and professional education. These programs may include the identification of and assistance with the application process for undergraduate research experience programs (e.g., Biomedical Careers, Mathematics Immersion Program, Pre-Legal Program, etc.), GRE test preparation, graduate and professional school application process, grants, scholarships, fellowships and other forms of financial assistance.

7. **Student leadership development:** Each institution shall provide programs designed to help foster cultural diversity, racial harmony, and the improvement of human relations. The program design may also include the development of conflict resolution and empowerment skills, as well as an understanding of the responsibilities leaders must assume.

Amended by R.1981 d.100, effective April 9, 1981.

See: 12 N.J.R. 658(b), 13 N.J.R. 220(c).

(a) substantially amended.

(b) and (c) added.

Amended by R.1982 d.385, effective November 1, 1982.

See: 14 N.J.R. 691(a), 14 N.J.R. 1214(c).

In (a) 4., changed to "annual followup" to "each semester" and added a student separation report. Also deleted old (b) and (c). Recodified from 9:12-1.10 and amended by R.1994 d.226, effective May 2, 1994.

See: 26 N.J.R. 711(a), 26 N.J.R. 1857(a).

**9A:12-1.12 Students for whom English is a second language**

(a) Each institution shall establish developmental services to enhance and strengthen the academic performance of students for whom English is a second language. These services shall include:

1. Counseling, tutorial and diagnostic services designed to address the unique needs of the target population;

2. Bilingual personnel who are knowledgeable and sensitive to the culture and language of the target population;

3. Courses and programs designed to develop the English language skills and academic needs of students;

4. Bilingual publications of financial and academic literature.

(b) The combination of all these services should facilitate and promote the academic success of students and develop knowledge and skills commensurate with those of the regular student population. The institution, in cooperation with the program Director, must establish minimum standards for these programs, develop guidelines for their evaluation, conduct periodic student performance and program reviews.

R.1982 d.385, effective November 1, 1982.

See: 14 N.J.R. 691(a), 14 N.J.R. 1214(c).

Recodified from 9:12-1.11 and amended by R.1994 d.226, effective May 2, 1994.

See: 26 N.J.R. 711(a), 26 N.J.R. 1857(a).

**9A:12-1.13 Transfer procedure**

(a) Each participating institution shall develop and maintain in writing a well defined policy to facilitate transfer of EOF students from two-year to four-year institutions and between institutions.

(b) The EOF director shall make the final determination on students admitted and receiving an EOF grant as

transfer students. This is to ensure that the EOF program can provide these students with adequate educational support services, and an EOF financial aid grant, and continue to monitor their academic progress.

(c) The EOF program shall have procedures to demonstrate delivery of services to students who are eligible for funding consideration under N.J.A.C. 9A:11-1.13 Transfer of grant.

Amended by R.1986 d.107, effective April 7, 1986.  
See: 17 N.J.R. 2214(a), 18 N.J.R. 682(a).  
Recodified from 9:12-1.12 and amended by R.1994 d.226, effective May 2, 1994.  
See: 26 N.J.R. 711(a), 26 N.J.R. 1857(a).

#### 9A:12-1.14 Academic progress

(a) Each institution shall establish a policy and maintain a process to monitor student performance in the EOF program. This process shall include operational procedures to record and review student progress prior to the beginning of each academic year as indicated by credits accumulated, courses completed, grade point average, and extracurricular activities.

(b) To remain eligible for EOF program support services, students shall maintain satisfactory academic standing and progress according to the institution's established policy for the academic progress of EOF students and N.J.A.C. 9A:11-1.9, 9A:11-1.10, and 9A:11-1.11.

Amended by R.1981 d.100, effective April 9, 1981.  
See: 12 N.J.R. 658(b), 13 N.J.R. 220(c).

(c) added.  
Amended by R.1982 d.385, effective November 1, 1982.  
See: 14 N.J.R. 691(a), 14 N.J.R. 1214(c).  
Deleted old (b) and added new (b). Also added (c).  
Amended by R.1986 d.107, effective April 7, 1986.  
See: 17 N.J.R. 2214(a), 18 N.J.R. 682(a).

(b) amended; (c)-(d) repealed.  
Recodified from 9:12-1.13 and amended by R.1994 d.226, effective May 2, 1994.  
See: 26 N.J.R. 711(a), 26 N.J.R. 1857(a).

#### 9A:12-1.15 Academic probation/dismissal of EOF students

(a) Program support services may be discontinued for reasons outlined in N.J.A.C. 9A:11-1.15 Discontinuance of EOF grants and program support services.

(b) Each participating institution shall develop and implement a procedure to notify the E.O.F. campus director of each program participant who is placed on academic probation. In such cases, the E.O.F. staff shall conduct a personal interview with each student requiring that such students participate in such support programs as may be appropriate.

(c) Each participating institution will be expected to establish a standing committee to review the record and circumstances of any program participant prior to academic dismissal. This committee may include the E.O.F. Campus Director, faculty from the student's academic study area, and an administrative official to be selected by the institutional president. This committee will make recommendations to the institution regarding the retention or dismissal of a student.

Amended by R.1986 d.107, effective April 7, 1986.  
See: 17 N.J.R. 2214(a), 18 N.J.R. 682(a).  
New (a); old (a)-(b) now (b)-(c).  
Recodified from 9:12-1.14 and amended by R.1994 d.226, effective May 2, 1994.  
See: 26 N.J.R. 711(a), 26 N.J.R. 1857(a).

#### 9A:12-1.16 Experimental programs

(a) The EOF Board of Directors may authorize the EOF Executive Director to work with institutions and other agencies of State government to develop new initiatives to improve the efficiency and delivery of service to students and may solicit proposals from institutions to support technology, research, or developmental projects that may increase program effectiveness and encourage innovative practices. The Executive Director of EOF, upon the approval of the EOF Board of Directors, is authorized to grant awards to institutions for such projects. Experimental areas may include, but are not limited to, projects that would:

1. Increase student placement into careers traditionally underrepresented to minority populations;
2. Increase student placement into professional schools of medicine, law, science, and technology;
3. Increase the development of exemplary program models that have the potential for expansion and extension to other institutions; or
4. Improve the efficiency and effectiveness of administrative processes.

(b) Institutional awards granted for experimental/special projects may be exempt from the provisions of N.J.A.C. 9A:12-1.6, Institutional commitment.

(c) Notwithstanding the provisions of N.J.A.C. 9A:12-1.5(a), the EOF Board of Directors may elect to provide limited funds to support the purchase/lease of hardware/equipment that is directly related to the implementation of the experimental/special project.

(d) Institutions shall submit annually to the EOF Executive Director reports on the progress of their experimental/special projects.

(e) Institutions with experimental/special projects that are deemed successful by the EOF Executive Director shall integrate the projects into their overall processes and after such integration all of the provisions of N.J.A.C. 9A:12-1.5 and 1.6 will apply.

Amended by R.1986 d.107, effective April 7, 1986.  
See: 17 N.J.R. 2214(a), 18 N.J.R. 682(a).  
"May" substituted for "shall".  
Recodified from 9:12-1.15 by R.1994 d.226, effective May 2, 1994.  
See: 26 N.J.R. 711(a), 26 N.J.R. 1857(a).  
Amended by R.1994 d.596, effective December 5, 1994.  
See: 26 N.J.R. 3586(a), 26 N.J.R. 4760(b).  
Amended by R.1996 d.23, effective January 2, 1996.  
See: 27 N.J.R. 2996(a), 28 N.J.R. 150(a).