

STUDENT FAMILIES POLICIES

Student parents can receive child care for a limited period during the time they are in school and/or attending a training institution enrolled in a vocational training leading directly to a recognized trade, paraprofessional, or profession. Approved child care hours will be based upon the current training schedule. Parents must submit verification of training *before* child care hours can be approved.

Child care services for students are limited to a maximum of six years from the date a parent began receiving child care services as a student or 24 units after the completion of a Bachelor's degree, whichever occurs first. In order to continue receiving child care services as a student, student parents must also demonstrate that they are making satisfactory progress and meet all other program requirements.

As a parent requesting child care services for school/training, I understand that:

(Parent Initials)



- _____ 1. I must submit one of the following documents:
- Signed training verification form with the registrar's signature or official stamp to verify enrollment and school hours.
 - Proof of school/ class registration with name of training institution, parents full name, current class schedule that includes days of week and times

Training verifications will not be accepted if:

- they have been altered or do not appear valid
- time and days of the enrolled classes are not filled out completely and properly
- I have not signed the form, or the form has not been signed and/or stamped by the registrar of the college or by the program director of the training institution
- the closing date of the semester/term is not clearly stated on the training verification.

_____ 2. I may not exceed the use of child care during the certification period nor may I exceed the specified days and hours stated on the Notice of Action and the certificate for child care services without prior approval from Pathways LA.

_____ 3. Child care for school hours is granted for a maximum of six years from my initial approval of child care services as a student or a maximum of 24 units or its equivalent after receiving a Bachelor's degree, whichever comes first. Time will not be deducted for periods for which I receive child care services for other reasons such as employment, or periods of ineligibility for child care.

_____ 4. I am responsible for submitting grades as proof that I am making satisfactory progress toward my professional/vocational objective during my recertification period which will occur no less than 12 months for (C2AP and C3AP programs) or 24 months for (CAPP, CSPP, and CCTR programs) from my certification date. Pathways LA may require an official copy of my progress report to be sent directly and/or verify any information that is submitted.

_____ 5. Satisfactory progress is defined as a 2.0 Grade Point Average or better per term in a graded program or pass the requirements in at least 50% of the classes in a non-graded program. If I fall below this standard, I will be placed on probation for no less than 12/24 months following my recertification. If after the probationary period my progress is still unsatisfactory, my child care services will be terminated. In addition, I will not be eligible for child care services while training for 6 months from the date of termination.

_____ 6. I must report all types of financial aid provided to me by the college (i.e. Pell grants, work study programs, etc.) If I am an EOP student, I must also report any and all information regarding veteran's benefits, unemployment insurance, or part-time jobs.

_____ 7. I may request additional hours of child care to study. I am eligible for two hours per week per academic unit. I will not be given study time for non-academic courses.

_____ 8. For on-line or televised instructional courses that are unit bearing classes, I will be granted one hour a week for each unit as class time. I will need to submit a copy of the syllabus or other class documentation for all on-line courses.

_____ 9. I understand that the accreditation body of the training institution shall be among those recognized by the United States Department of Education.

This is to verify that I have received a copy of the Student Policy and I have been informed of my obligations as a student parent.

Parent Signature: _____ Date: _____

OFFICE USE ONLY

Progress/GPA: _____

Date Child Care for Training Began: _____

Date Child Care for Training Will Expire: _____

Notes: _____

Specialist Signature: _____