



San Diego Miramar College CalWORKs Program Mutual Responsibility Contract (MRC)

[Place Student Label Here]

Your initial next to each section indicates that you agree to follow our program requirements.

1. _____ When attending college to meet my Welfare-to-Work requirements, I understand that *I am expected to choose a major that is highly likely to lead to employment that will support me and my family.*
2. _____ I will complete both the Math and English or ELAC Assessment. I will also complete career assessments as needed and advised by my counselor, if I am undecided on my major.
3. _____ In order to receive CalWORKs Services at Miramar College (e.g., ITPs, Book Requests, Work Study), I understand that the majority of my SDCCD units must be Miramar College classes (including online courses).
4. _____ I will meet with a San Diego Miramar College CalWORKs counselor 2-3 times each semester for an education plan, Individual Training Plan (ITP) and follow up.
5. _____ I understand **only** courses on my Education Plan will be added to my Individual Training Plan (ITP).
6. _____ I understand that it is my responsibility to make an appointment for an updated ITP with the CalWORKs Office, if I add or drop a course. Revisions will not take place until 2-weeks after the semester starts.
7. _____ I will notify a San Diego Miramar College CalWORKs Counselor, if I experience any difficulties that interfere with my ability to be successful in school such as: loss of cash aid, transportation, child care, or a lack of book funds.
8. _____ I will contact the San Diego Miramar College CalWORKs Office about any changes in my status with Health and Human Services Agency (HHSA), the County of San Diego, PCG or ResCare (e.g., if your case is closed; if you become exempt or exempt volunteer).
9. _____ I agree to comply with the SDCCD BP 3100, the Student Code of Conduct.
10. _____ I understand that Counselors and staff are “mandated reporters” of suspected abuse to children, elders, and dependent adults.
11. _____ I understand that Counselors and staff are subject to Title IX reporting requirements: “The San Diego Community College District is committed to a safe and equitable learning environment for all students and employees. It does not discriminate on the basis of sex or gender in its educational programs and employment. *Any incident, including sex discrimination or harassment, but not limited to, sexual assault including rape, dating violence, domestic violence or stalking committed on district property, or at a district sponsored event or activity, should be reported to the Title IX Coordinator immediately.* “

By signing below, I understand that if I do not follow San Diego Miramar College CalWORKs Program requirements, an ITP will not be issued. I received a copy of the CalWORKs MRC on:

Student Signature

Date

CalWORKs Counselor

Date