

Matriculation Services

Philosophy

Saddleback College acknowledges the importance of maximizing the student's abilities to make individual choices based on accurate, relevant information and is committed to developing, implementing, and refining policies and procedures which are in the best interest of the student. Matriculation is a process that brings the student and Saddleback College into a partnership.

In this partnership the student agrees to:

1. Complete the Matriculation process including: Orientation to Saddleback College, Math and English Placement, and Student Advisement including a First Semester Educational Plan.
2. Complete a first semester educational plan and establish goals
3. Attend classes
4. Discuss academic goals with a counselor
5. Use support services as needed
6. Make progress toward achieving the goal
7. Follow recommendations given by counselor/instructor

Saddleback College agrees to provide:

1. Resources and support services
2. Orientation to the college and placement into the appropriate courses
3. Advisement and First Semester Ed Plan
4. Individual comprehensive educational plans
5. Career, learning, and transfer centers
6. Continued monitoring of academic success

Who is required to complete Matriculation Process

First time college students and college students new to the district (SOCCCD) who are seeking a certificate, two-year degree or transfer with less than 30 college units completed.

Who is Exempt from Matriculation

Students who have completed an associate degree (or higher), are concurrently enrolled at a 4-year college/university, have completed 30+ units of college credit at time of admissions, K-12 special/dual enrolled admits, or students enrolling in courses for non-academic

Steps in the Matriculation Process

Matriculation is designed to assist students in achieving their educational goals at Saddleback College. The process includes a New Student Orientation, a Math and English Assessment Process, and an Online Advisement including a First Semester Educational Plan. Students required to matriculate must complete the following steps prior to registering for any class:

1. **New Student Orientation** is an online tool used to provide students with information about the many resources available at Saddleback College. Students learn about student services, special programs, and other student support programs. They are introduced to MySite, the student information portal, and to policies and procedures required by Saddleback College.
2. **Math and English Placement** (via Current Assessment Process) is used as an initial indicator of the course levels a student should begin with for a selected major or Learning Pathway. Initial Math and English placement is derived from multiple measures including self-reported high school transcript data and official high school transcript data. The Current Assessment Process may include, but is not limited to, the student's high school grade point average, high school English coursework, high school math coursework, English language proficiency, and possible recommendation for corequisite support course enrollment.
3. **Student Advisement and First Semester Educational Plan** assists students in determining their educational goals, plan their first semester schedule, and prepare a "First Semester Ed Plan." Students learn about transfer programs, degree requirements, career education/CTE programs and are introduced to the online registration process in MySite.

Follow-up services monitor the students' progress throughout the academic year. Students on either academic or progress probation are notified of their academic standing. Early Alert Notifications may be used to notify students of their academic standing each semester so they can seek assistance from the Division of Counseling Services. My Academic Plan (MAP) workshops may also be available as follow-up academic planning services.