

**STUDENTS TAKING ACADEMIC RESPONSIBILITY: STAR CONTRACT**

Student Name: \_\_\_\_\_ ID: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_@callutheran.edu

Major/Minor: \_\_\_\_\_ Faculty Advisor: \_\_\_\_\_ STAR Contract Status: \_\_\_\_\_

**Terms of Agreement**

STAR is an academic assistance program intended to improve your academic performance. It serves as a mandatory requirement for students on probation and students conditionally admitted to the University, as well as a resource for students who choose to elect into the STAR program. This program is in place to assist you in times of academic hardship and/or to provide support for your continued success at California Lutheran University. By signing this contract, you agree to follow the terms listed below and understand that compliance will be reported to the Registrar's Office and Academic Affairs. **Each semester in which you participate, a STAR fee will be added to your student account.\***

As a student in STAR, you are required to:

- Meet with a STAR Counselor and sign the STAR contract before the 2<sup>nd</sup> Friday in the semester. Failure to do so may result in an administrative withdrawal from all courses.
- Be enrolled in 12 credits during your semester in the STAR program unless otherwise approved.
- Create a Master Syllabus for the semester with all graded assignments listed. Bring the Master Syllabus and copies of your course syllabi to your STAR Counselor by your 2<sup>nd</sup> meeting.
- Participate in **weekly meetings with your STAR Counselor** to discuss academic progress, study skills, and other related topics.
- Meet with each of your **professors during office hours at least two (2) times during the semester for Progress Reports**. Request feedback regarding your work in the class and discuss your participation in the STAR program.
- Complete a minimum of **three (3) study hours per week** in the Pearson Library or one of the approved CLU Department Tutoring Labs. Verification is required.
- Participate in at least **three (3) alternative learning opportunities** during the semester. Verification is required.
- Complete an end-of-semester survey during your final meeting with your STAR Counselor.

**Acknowledgement**

1. I understand and will comply with the terms of this agreement.
2. By the **7<sup>th</sup> week of the semester**, if am not following the terms of the contract, then I can be administratively withdrawn from the classes in which I am currently enrolled.
3. I am financially responsible and may not be able to receive a reduction of charges on my student account if a withdrawal occurs. Refer to the CLU Undergraduate Catalog and/or the Business Office for student account details.
4. I understand that enrollment in STAR does not guarantee my academic success as my level of participation, knowledge, and efforts are vital components of my academic outcome.
5. If my institutional, semester, and cumulative GPAs are not at least 2.0 at the end of the current semester, then I may be placed on academic probation or face academic suspension.

**By signing this form, I confirm the discussion of the terms of the contract with my STAR Counselor on \_\_\_\_\_.**  
(date)

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
STAR Counselor Signature

\_\_\_\_\_  
Director of Academic Services

\* \$500 per semester for elect in students

\* \$500 per semester for conditionally admitted students (must be enrolled for two semesters)

\* \$750 per semester for probationary students