

Student Name: \_\_\_\_\_ High School: \_\_\_\_\_ Date: \_\_\_\_\_

WM Campus: \_\_\_\_\_ Program : \_\_\_\_\_ Current Grade Level: \_\_\_\_\_

## West-MEC Student Success Action Plan Submission Criteria & Checklist 2024-2025

The Student Success Action Plan is an opportunity for the student and the high school counselor to discuss why this application is not yet eligible for consideration. Additionally, you are acknowledging that you will be placed on the waitlist after your application is submitted on April 1st.

Please see below for areas of ineligibility at this time:

- |   |  |
|---|--|
| <input type="checkbox"/> Rubric Score Below 42    | <input type="checkbox"/> English Requirement Not Met |
| <input type="checkbox"/> Math Requirement Not Met | <input type="checkbox"/> Science Requirement Not Met |

*Please Note: Students may not qualify for enrollment into the following programs based on a credit deficiency under a Student Success Action Plan: Aesthetics, Biomedical Science, Cosmetology, Culinary Arts, Emergency Medical Technology, Fire Science, Hairstyling, and Nursing Services due to college and/or industry requirements.*

There is still time for you to focus on areas for improvement, which will help you be a stronger candidate for your program should an opening become available for you to enroll. Your signature below indicates that you have met with your high school counselor to develop a plan for success.

Communicated Ineligibility and SSAP Status With Parent (date): \_\_\_\_\_

**Early Graduation Applicants: Due to age, industry standards, and credentialing, if you have chosen to graduate early, your West-MEC application will be considered after the April 1st Student Success Action Plan submission date in order to monitor progress toward your early graduation plan.**

Student Signature: \_\_\_\_\_ Counselor Signature: \_\_\_\_\_

### For Official Use Only by High School Counselor

- Meet with the student to discuss ineligibility.
- Complete Success Action Plan with the student.
- Communicate ineligibility and Success Action Plan status with the parent/guardian.
- Upload signed Success Action Plan to FOCUS on Rubric Page.
- Under Rubric Status in FOCUS, select from the drop down: *Hold- Student Success Action Plan*.
- Hold this Success Action Plan and AVF until **April 1st** submission to Local Director/West-MEC.

#### WIP- AVF's should be submitted for priority application deadline (January 31st)

- Eligibility for the following programs can be considered for "Work in Progress (WIP)":
    - Aesthetics, Biomedical Science, Cosmetology, Hairstyling, and Nursing Services
  - "Work in Progress (WIP)" will be defined as:
    - Currently enrolled in the final semester of the required class.
    - Rubric score of 42 or above
    - Student has not had the opportunity to take the class.
    - Student is NOT "WIP" if they have previously taken the class and did not receive a "C" or better.
- Submit AVF by 1/31/24
- Submit current transcript reflection the work in progress
- Provide a copy of the current schedule with WIP is not displayed on the transcript
- Submit updated transcript reflecting the completed work in progress, due to West-MEC by June 15th.