Learning Community Program Agreement

Before requesting participation in the Learning Community (LC), make sure that you are willing to make a commitment to being an active participant. The more you put into your LC (and college) experience, the more you will get out of it! Please read the following and sign below if you agree with the statements.

I understand that as a member of the LC program for the 2018-2019 academic year, I will have certain responsibilities and obligations. Among these responsibilities are the following:

• I understand that FAU’s Learning Community program is a full academic year, both fall and spring semesters (Florida Connect requires a 2-credit course plus 10-13 credits as approved on OARS).
• I understand I will be enrolled in a FULL course schedule (12-16 credits) through the Learning Community program for the fall semester (Florida Connect excluded).
• I understand I will be enrolled in 1 mandatory class (SLS 1413) for the Spring semester and I will register for the remainder of classes on my own for the Spring semester.
• I understand that I will be registered for and must maintain enrollment in ALL Learning Community courses that the LC staff registers me for and I understand that course schedules can only be changed through consultation with the Center for Learning And Student Success and my Academic Advisor.
• I understand that I must pay my $200 Admission deposit AND have all registration holds cleared if I haven’t already done so. If I have a registration hold, I understand that I must clear it within 7 business days of applying (or 3 business days if after June 1st, whichever occurs first) or I will not have a space in the LC held for me.
• I understand that I am encouraged to attend and participate in Learning Community programs and events (including: study groups, meetings with my LC’s Learning Community Liaison, workshops, discussions, advising sessions, etc.) throughout the Fall 2018 and Spring 2019 semesters.
• I understand that I must attend the mandatory LC Welcome Event(s) during Weeks of Welcome (specific dates will be given closer to the event). This Annual LC event serves as a welcome session for LC students and a chance to meet their LC cohort, as well as their faculty, and other LC staff.
• I understand that if I decide not to participate in a Learning Community program, I must notify the Center for Learning And Student Success IN WRITING at learningcommunity@fau.edu no later than June 15, 2018. No cancellations will be accepted after June 18, 2018 with the exception of students who decide not to attend FAU.

**Please note that the Center for Learning And Student Success (CLASS) automatically registers you for your classes according to your specific Learning Community once you have been formally accepted in the Learning Community Program and all holds have been removed. If you have previously registered for classes prior to enrolling in a Learning Community, those classes will be removed in order for the Learning Community staff to register you for the specific Learning Community classes. If you chose to withdraw from the Learning Community program (prior to the deadline), we will be unable to re-register you for your original classes. You will need to re-register yourself for classes based on availability and what was approved by your Academic Advisor on OARS.**

Important Registration Information regarding your Learning Community application:
Once your application is completed and we confirm that there is space for you in that community, you will be notified of your TENTATIVE acceptance. It is your responsibility to complete all required next steps (clearing holds, completing advising and placement testing, etc) in a timely fashion or your space in the community may be given to another student.

• Students must be attending classes at the BOCA RATON campus.
• Application Requirements: Pay the University Tuition Deposit (in the amount of $200 to the Cashiers Office)
• If applying after May 1st, ALL HOLDS MUST be cleared within 7 business days (or 3 business days if after June 1st, whichever occurs first) of submitting this application. To check your holds log into
MyFAU (https://owldone.fau.edu) go into FAU Self-Service that is located in the left column under your Z number.

- **Complete OARS** (https://owldone.fau.edu). Students will receive an e-mail from University Advising Services outlining the FAU Online Advising & Resource System (OARS). Learning Community Participants will be given specific instructions at that time in regards to completing OARS.
- **Complete the ALEKS PPL Math Placement Assessment:**
  - Students will not be formally admitted to the LC program until the ALEKS Assessment is completed and an appropriate score is attained (see below for communities with specific requirements). After April 1, the Math Placement Exam should be taken within 7 business days (or 3 business days if after June 1st, whichever occurs first) of receiving your official confirmation email.
    - Pre-Health LC (must meet minimum score in order to enroll in College Algebra or higher for Fall 2018)
    - Engineering LC (must meet minimum score in order to enroll in College Algebra or higher for Fall 2018)

**For Commuter Connections Learning Community Program Applicants ONLY:**
- Commuter Connections Learning Community Program Cancellation Policy:
  - Prior to June 15, 2018: In order to cancel your Learning Community program application you must notify the Center for Learning And Student Success IN WRITING at learningcommunity@fau.edu (include your name, Z#, and your reason for cancelling).
  - After June 15, 2018: No cancellations will be accepted after June 15, 2018. After June 15 the only way to withdraw from the LC program is if you are no longer attending Florida Atlantic University for the 2018-2019 academic year.

**For Residential Learning Community Program Applicants ONLY:**
- RLC students will live in Glades Park Towers, Heritage Park Towers or Parliament Hall.
  - Please note: Single rooms as part of the Residential Learning Community program are extremely limited. Most students will be placed in a double room regardless of application date. Please check the FAU Housing website for room rates.
  - Residence Hall, Room and floor assignments are based on which RLC you are enrolled in.
  - You will be notified of your room assignment in May if you applied to the RLC prior to May 1st. If you applied to the RLC program after May 1st, you will be notified of your room assignment after July 1st.
- **Residential Learning Community Program Cancellation Policy:**
  - Prior to June 15, 2018: In order to cancel your Learning Community program application you must notify the Center for Learning And Student Success IN WRITING at learningcommunity@fau.edu (include your name, Z#, and your reason for cancelling).
  - After June 15, 2018: No cancellations will be accepted after June 15, 2018. After June 15 the only way to withdraw from the RLC program is if you are no longer attending Florida Atlantic University for the 2018-2019 academic year.
  - Roommate requests will only be accepted until the priority RLC application deadline of May 1, 2018. Email learningcommunity@fau.edu with your request. Requests are not guaranteed.
  - **Room Change Policy:**
    - The fall room change period occurs in early September. RLC students who wish to change rooms at that time may only change rooms (pending availability) within the RLC program housed within the dedicated Learning Community floors of your assigned Residence Hall. All students must follow the formal room change policy in order to request a room change. No exceptions will be made.
Once a room assignment has been determined, no changes will be granted upon student request prior to the official room change period in early September.

If for ANY reason you decide not to attend FAU for the Fall 2018 semester, you MUST contact the CLASS Office IN WRITING at learningcommunity@fau.edu, to officially withdraw you from the Learning Community program and your 2018 Learning Community course schedule. In addition you MUST contact the Office of Undergraduate Admissions (561.297.3040) to withdraw your application/acceptance. If you are living on-campus, you MUST also contact the Department of Housing and Residential Life (561.297.2880) to cancel your housing contract. Not contacting the CLASS Office and the other departments listed above prior to the drop/add date of August 24, 2018, will result in you being liable for tuition fees and other miscellaneous expenses.

You will receive an official confirmation of the receipt of your Learning Community application in 7-10 BUSINESS DAYS!

If you have any questions, please contact the Learning Community Program, at 561.297.0906 or learningcommunity@fau.edu.