

**15-DAY NOTICE OF MODIFICATIONS TO PROPOSED REGULATORY ACTION
REGARDING
STUDENT EDUCATION PLANS****15-Day Notice published April 29, 2025**

The Board of Governors of the California Community Colleges hereby provides notice of changes to the above-referenced proposed regulatory action that was the subject of a public hearing on March 25, 2025. Section 206, subdivision (c), of the Procedures and Standing Orders of the Board of Governors requires the Board to re-notice a proposed regulatory action where the proposed regulations have been previously considered, are being modified, and the modifications are substantial and sufficiently related to the text of the previously-proposed regulations.

CHANGES TO THE TEXT

Following the 45-day comment period that ended on April 21, 2025, and the March 25, 2025, Board meeting, changes were made to this regulatory action in proposed section(s) 55524, 55530, and 55531. The California Community Colleges Chancellor's Office will present this regulatory action to the Board of Governors at its May 20, 2025 meeting. The changes are submitted for an additional 15-day comment period effective today, April 29, 2025.

The changes to the proposed regulatory action are denoted by double underline for additions to the text and ~~double-strikeout~~ for deletions from the text.

WRITTEN COMMENT PERIOD

Any interested person may submit written comments relevant to the changes to the proposed regulatory action subject to this 15-day notice. The Chancellor's Office will respond to comments received that are related to the revisions made to title 5, California Code of Regulations, sections 55524, 55530, and 55531, after the close of the 15-day comment period. Comments should be addressed to:

Regulations Coordinator
California Community Colleges
Chancellor's Office
1102 Q Street, Suite 636
Sacramento, CA 95811-6549
Email: regcomments@cccco.edu

Comments must be received by the Regulations Coordinator prior to 4:00 p.m. on May 14, 2025. All written comments received by Chancellor's Office staff during the public comment period are subject to disclosure under the Public Records Act.

CHANGES OR MODIFICATIONS TO THE PROPOSED REGULATORY ACTION

Following the public hearing and considering all timely and relevant comments received, the Board of Governors may adopt the proposed regulatory action substantially as described in this notice or may modify the proposed regulatory action if the modifications are sufficiently related to the original text.

INFORMATIVE DIGEST

This is a second reading of proposed regulatory action amendments Title 5, Sections 55524, 55530 and 55531, relating to student education plans.

California Community Colleges have a long-standing policy of full and open access, as well as a foundational commitment to support all students to reach their educational goals. A vital part of a student's educational journey—as well as a central tenet of the Guided Pathways framework—is the timely reception of a comprehensive educational plan.

The proposed regulatory amendments to Title 5, Sections 55524, 55530 and 55531, aim to: (1) ensure timely delivery of comprehensive educational plans; (2) shift the burden from students to institutions for educational planning, and (3) provide clarity that comprehensive education plans must include all courses and requirements to complete the credential.

In response to comments received during the 45-day public comment period, which ended on April 21, 2025, and the March 25, 2025 Board of Governors Meeting, the Chancellor's Office recommends the following revisions to the proposed regulatory action:

Section 55524, subdivision (a) is further revised to add the term “other” when describing education services. This change brings the regulatory language further in line with the language in California Code of Regulations section 55523. Additionally, to be consistent, the term “educational” has been updated to “education” when referring to education planning services or student education plans.

Section 55524, subdivision (b)(1) is further revised to remove the phrase “shall be no longer than” and added back the words “are one to” terms in length to provide clarity that abbreviated education plans may be one semester or two semesters.

Section 55524, subdivision (b)(2) has been updated to remove “placement information” from the required components of a comprehensive education plan; and the phrase “course placement, credit for prior learning” has been added to the first sentence of this subdivision as items to be taken into account when developing a comprehensive education plan. In the second sentence, the words “the responsibilities of the student” and “process” were removed; and the term “program” was moved towards the beginning of the sentence to help describe the types of requirements.

Section 55524, subdivision (d) has been updated to include the words “program progress” to help ensure students have access to their current progress in their chosen program/course of study.

Section 55530, subdivision (b)(2) is further revised to add more clarity by removing the phrase “assessment to determine course placement” and added the phrase “course placement process”.

Section 55530, subdivision (b)(4) removed the word “another” and replaced it with “other” to be consistent with the language in section 55523.

Section 55530, subdivision (c) is further revised to remove the phrase “students who transferred from another institution of higher education and other”; instead, this subdivision will direct readers to refer to section 55532 for all groups of students who may be exempt.

Section 55530, subdivision (d), and section 55531, subdivision (d) has been revised to remove the phrase “or lose/loss of registration priority” to ensure this subdivision is

utilized to support students who needs an education plan rather than creating a barrier or negative consequence for students.

Section 55531, subdivision (c), has been updated to remove the phrase, “Initial implementation of these services is required for first time students identified in section 55530(b) by the fall 2015 term. Beginning with the spring 2015 term...” The 2015 dates are from the original language of this subdivision when the services were initially required to be implemented. Guidance on when the new proposed changes will need to be implemented will be sent out by September 2025

For sections 55524, 55530, and 55531, Education Code 78222 was added to the reference line.

ESTIMATED COST OR SAVINGS OF PROPOSED AMENDMENTS

The estimated cost or savings attributable to the proposed regulatory action are anticipated to be as follows:

Mandate on local agencies or community college districts: *None*.

Cost or savings to state agencies: *None*

Costs to local agencies or community college districts for which reimbursement would be required pursuant to part 7 (commencing with section 17500) of division 4, of title 2, of the Government Code: *None*

Other non-discretionary cost or savings imposed on community college districts: *None*

Cost or savings in federal funding to state agencies: *None*

CONTACT PERSON

Inquiries concerning the content of these regulations may be directed to:

James Todd
California Community Colleges
Chancellor's Office
Regcomments@cccco.edu

Inquiries concerning the regulatory process may be directed to the Regulations Coordinator at regcomments@cccco.edu.

TEXT OF PROPOSED REGULATIONS AND CORRESPONDING DOCUMENTS

Copies of the proposed regulatory action subject to this 15-day notice are attached as noted above. Information upon which the proposal is based may be obtained online at:

[Office of General Counsel - Pending Regulatory Action](#)

Those who receive the Board of Governors Agenda package for the May 20, 2025, meeting can find a further description of the proposal and the full text of the regulations. You may also request a copy of the proposal from the Regulations Coordinator using the contact information provided above.

Proposed Revisions to Title 5, California Code of Regulations Relating to Student Education Plan (Second Reading)

This document contains underlined and stricken text, which may require adjustments to screen reader settings. Underlined text denotes additions to existing regulations; ~~stricken~~ text denotes deletions from existing regulations. This document may also contain **double underline** and ~~**double-strikeout**~~ to indicate a new change to the text for second reading.

SECTION 55524 OF ARTICLE 3 OF SUBCHAPTER 6 OF CHAPTER 6 OF DIVISION 6 OF TITLE 5 OF THE CALIFORNIA CODE OF REGULATIONS IS AMENDED TO READ:

§ 55524. Student Education Plan.

(a) Each district or college shall establish a process ~~that takes into consideration the student services and instructional resources available for assisting students to select to~~ identify an education goal and course of study ~~within a reasonable time~~ as soon as possible after admission as required by section 55530(d). This shall include, but not be limited to, ~~the provision of~~ counseling, advising, and **other** educational ~~planning~~ **services** as required by section 55523.

(b) Districts or colleges shall provide all non-exempt students with an opportunity to ~~develop~~ student education plans that are either:

(1) Abbreviated. Abbreviated student education plans ~~shall be no longer than are one to~~ two terms in length and designed to meet the immediate needs of students for whom a comprehensive plan is not appropriate, ~~based on student's needs~~; or

(2) Comprehensive. Comprehensive student education plans take into account a student's interests, skills, career and education goals, major, **course placement, credit for prior learning**, potential transfer institutions, and the steps the student needs to take on their educational path to complete their identified course of study. The comprehensive student education plan helps the student achieve their educational goal and course of study: ~~by delineating the responsibilities of the student;~~ all course, **program**, and other requirements for the certificate, degree **program**, and transfer **process**; applicable course prerequisites or co-requisites; **placement information**; and any support or instructional services available, needed, or required to achieved stated goal.

~~The comprehensive plan includes, but is not limited to, addressing the education goal and course of study requirements, such as the requirements for the major, transfer, certificate, program, applicable course prerequisites or co-requisites, the need for basic skills, assessment for placement results, and the need for referral to other support and instructional services as appropriate.~~

The comprehensive student education plan is tailored to meet the individual needs and interests of the student and may include other elements to satisfy participation

requirements for programs such as EOPS, DSPS, CalWORKs, veterans education benefits, athletics, and others.

~~(c) Once a continuing nonexempt student has selected an education goal and course of study, the district shall make a reasonable effort to afford the student the opportunity to develop a comprehensive student education plan describing the responsibilities of the student, the requirements he or she must meet, and the courses, programs, and services required and available to achieve the stated goal.~~

(c) To the maximum extent possible, districts or colleges shall provide a comprehensive educational plan to non-exempt students before the end of their first academic year, or a shorter period if required by district or program policy.

(d) The student education plan developed pursuant to subdivision (b) shall be accessible, timely, and recorded in electronic form. The student education plan and its implementation shall be reviewed as necessary to ensure that it continues to accurately reflect the **program progress**, needs and goals of the student. Districts or colleges shall make a reasonable effort to not duplicate education planning processes including for students participating in special programs.

(e) If a student believes the district or college has failed to make good faith efforts to develop and provide a student education a plan, has failed to provide programs and services specified in the student education plan, or has otherwise violated the requirements of this section, the student may file a complaint pursuant to section 55534(a).

Authority cited: Sections 66700 and 70901, Education Code. Reference: Section 78212 **and 78222**, Education Code.

SECTION 55530 OF ARTICLE 4 OF SUBCHAPTER 6 OF CHAPTER 6 OF DIVISION 6 OF TITLE 5 OF THE CALIFORNIA CODE OF REGULATIONS IS AMENDED TO READ:

§ 55530. Student Rights and Responsibilities.

(a) All students shall be required to:

- (1) identify an education and career goal;
- (2) diligently engage in course activities and complete assigned coursework; and
- (3) complete courses and maintain progress toward an education goal and completing a course of study.

(b) Nonexempt first time students shall, ~~within a reasonable period of time,~~ be required to:

- (1) identify a course of study.
- (2) ~~be assessed~~ participate in **course placement process**. ~~assessment to determine appropriate course placement.~~

(3) complete an orientation activity provided by the college.

(4) participate in counseling, advising, or ~~another~~ other education planning services ~~pursuant to section 55523 to develop to receive, at a minimum, an abbreviated student education plan. a student education plan pursuant to section 55523 and section 55524.~~

(c) For the purposes of this section, a first time student is a student who enrolls at the college for the first time, excluding ~~students who transferred from another institution of higher education, and other~~ exempt students pursuant to section 55532. ~~For purposes of this section, first time enrollment does not include concurrent enrollment during high school. To the extent that a college has the capacity to require and provide the services identified in (b)(1) through (4) to other students, nothing in this section would preclude a college from doing so.~~

~~(d) Nonexempt students who have completed the services identified in (b)(1) through (4) shall be required to complete a comprehensive education plan after completing 15 semester units or 22 quarter units of degree applicable credit course work or prior to the end of the 3rd semester or 4th quarter of enrollment, or a shorter period if required by district or program policy.~~

~~(e)(d)~~ Failure to fulfill the required services requirements listed in (b) may result in a hold on a student's registration ~~or loss of registration priority~~ pursuant to section 58108 until the services have been completed.

~~(f)(e)~~ Information obtained from the matriculation process shall be considered student records and shall be subject to the requirements of subchapter 6 (commencing with section 54600) of chapter 5.

Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 76000, 76001, ~~and~~ 78212 and 78222, Education Code.

SECTION 55531 OF ARTICLE 4 OF SUBCHAPTER 6 OF CHAPTER 6 OF DIVISION 6 OF TITLE 5 OF THE CALIFORNIA CODE OF REGULATIONS IS AMENDED TO READ:

§ 55531. Institutional Responsibilities.

(a) The governing board of each community college district shall adopt policies reflecting the provisions of section 55530, Student Rights and Responsibilities. Colleges shall take steps to ensure that information regarding its matriculation policies are accessible and available to all students during or prior to enrollment (e.g., during orientation) and are included in class schedules, catalogs, or other appropriate communications describing student rights and responsibilities under this subchapter.

~~(b) Once the student has identified a course of study and completed 15 semester units or 22 quarter units of degree applicable course work, Once a nonexempt student has completed the items identified in (b) pursuant to section 55530, the district or college shall provide the student with a comprehensive education plan as required by section 55524. the college must provide the student with an opportunity to develop a~~

~~comprehensive student education plan pursuant to section 55524 within a reasonable time period. Student responsibilities shall also be identified in the student's education plan developed pursuant to section 55524.~~

(c) Colleges are required to provide nonexempt students with the services specified in sections 55520, 55521, 55522, 55523, and 55524. ~~Initial implementation of these services is required for first-time students identified in section 55530(b) by the fall 2015 term. Beginning with the spring 2015 term, De~~Districts shall notify students of the requirements established by this subchapter.

(d) Districts may establish a policy providing that a nonexempt student will have a hold placed on registration ~~or lose registration priority~~ pursuant to section 58108 if a student fails to fulfill the responsibilities set forth in section 55530(b) and (c).

(e) Districts and colleges shall make reasonable efforts to avoid duplication of the orientation, assessment, counseling, advising, or other education planning services, and development of student education plans funded through this subchapter or funded through other programs.

(f) It is the intent of this subchapter that instructional and student services departments at each college shall use multiple sources of data from student education planning efforts and identified courses of study to coordinate course scheduling.

Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 76000, 76001, ~~and~~ 78212 **and 78222**, Education Code.

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