



*Serving American Indian Students  
since 1969*

Humboldt State University  
Arcata, CA 95521-8299

ITEPP STUDENT PARTICIPATION AGREEMENT

In order to assist students to be successful at Humboldt State University, the Indian Tribal & Educational Personnel Program has found that the following practices are key elements to assist students in reaching their academic goals in a timely manner.

1. I understand that email is the official communication method of the university and that I will check in with the on-line Student Center to stay up to date.
2. I understand that it is my responsibility to consult with my **ITEPP Advisor at least weekly** (by email, phone, Facebook, or personal visit), and to check my email and **ITEPP mailbox at least twice weekly** for advisory messages and information.
3. I understand that (a) it is my responsibility to attend each and every class session on time, (b) my failure to attend classes during the first week of each semester will result in an automatic "drop" from the student class roster, but it will still be my responsibility to formally withdraw. (c) I must check my class schedule and correct it before the add/drop deadline each semester. I will work with my ITEPP Advisor on dropping courses to stay in compliance with Executive Order 1037.
4. As an ITEPP student, I understand that the ITEPP Director/Advisor will monitor my academic performance and program participation. Mid-semester academic performance evaluations will be sent to my instructors in an on-going effort to monitor my attendance, coursework, expected grades, etc.
5. I understand that it is my responsibility to work with my ITEPP advisor to develop my academic plan with the required grade point average. Most graduate programs require a minimum of a 3.0 GPA in your undergraduate work.
6. I understand that full-time students will need to successfully complete at least 15 units per semester to graduate in a timely manner.
7. I understand that I must complete 12 units per semester to remain eligible for financial aid. Please check with your ITEPP Advisor for more information on financial aid unit caps and/or exceptions.
8. Tribal communities and tribes have come to expect that ITEPP students have a certain body of knowledge. Therefore, in order to earn an ITEPP CERTIFICATE OF COMPLETION and ITEPP Graduation Honors (a) I must complete at least a minor in American Indian Education (AIE) or Native American Studies (NAS); (b) complete my academic degree; and (c) attend and be active in the Wednesday Native Student seminars.
9. I give permission for my name, tribal affiliation/political status, photos, and academic achievements to be used in ITEPP public relations announcements and newsletters. \_\_\_\_\_(initial)
10. I grant complete access to any and all campus information about me necessary to perform ITEPP's academic support and mentoring role, including but not limited to: financial aid, course grades, mid-semester evaluations, disability information, disciplinary actions, counseling appointment attendance, and any awards. This information, held in your file, will be protected by university standard FERPA rules of disclosure.  
\_\_\_\_\_(initial)

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