Dear student,

I hope this spring 2010 semester is going well for you. You will or have already received a Student Progress Report form from each class from the FYE program or other programs that you are in, such as EOPS/CARE, Cal Works, and Special Resource Center.

The purpose of the Progress Report is to insure that you are successful in all the classes that you are attending at school presently. If it is found that you are having problem with the class or classes, we would like to help you by providing you with tutorial assistance, counseling, and other services that you might need.

Therefore, ask each of your instructors to indicate your midterm academic progress. All progress reports must be returned to the office of the program that you receive it from no later than Thursday, March 18, 2010. Please make sure to bring your original or copy to the FYE office.

Failure to return your original or a copy of the reports by the deadline may result in losing your eligibility to be in the future programs, such as scholarship.

Also, I would like to remind you that you have a mandatory counseling session with the FYE Coordinator during this (Spring 2010), so please make sure to send me an email at rmason@elcamino.edu, leave a message at 310.900.1600 ext 2505; or stop by at my office any time so we can setup an appointment on Wednesday or Thursday during my office hours (9:30-4:30). This counseling session will definitely help us to discuss about your academic goals and to know you at little bit more about your academic and personal goals.

As always, I am looking forward to talking to you and hopefully I will see you soon,

Warmly,

Rebeca Mason, M.S
FYE Coordinator/Counselor