



Oswego County P-TECH – College Academic Success Policy

Why This Policy Matters

Oswego County P-TECH covers the cost of tuition, fees, and textbooks for Onondaga Community College (OCC) coursework required to earn an AAS degree in the approved pathways. In exchange, students are expected to attend regularly, stay engaged, and complete their coursework responsibly.

This policy ensures accountability for college opportunities while protecting resources so that all students in the P-TECH program can access the same support and chance to succeed.

Policy Statement

1. Attendance Requirements

- **Excessive Absences:** If a student misses four (4) or more class sessions in any OCC course, they may be allowed to complete the semester. However, if they need to re-enroll in the course to earn credit, the student and/or their parent/guardian will be financially responsible for the *repeat attempt* (tuition, fees, and textbooks).
- **Academic Withdrawal by OCC:** If a student is administratively withdrawn by OCC due to attendance or participation issues, the student and/or their parent/guardian will be financially responsible for the *next enrollment* of that course.

2. Voluntary Course Withdrawal

- If a student voluntarily withdraws from a course (after OCC's official add/drop period has ended), they will be financially responsible for the cost of re-enrolling in that course to meet degree requirements.

3. Repeated Course Failures or Withdrawals

- **Same Course:** If a student fails the same course *twice*, the student and/or their parent/guardian will be financially responsible for the third attempt and any subsequent attempts.
- **Multiple Courses:** If a student accumulates three (3) or more separate course failures or withdrawals (in different courses), the student and/or their parent/guardian will be financially responsible for the next OCC course in which they enroll and any additional repeats thereafter.

Onondaga Community College: P-TECH Pathway to Success Plan

Why We Use This Plan

The Pathway to Success Plan is designed to **support students first**, while also holding them responsible for meeting the expectations of college-level work. We know college is challenging, and this plan helps us recognize and document when students are giving their best effort, while also identifying when additional supports or interventions are needed.

What We Monitor

P-TECH staff track three key areas that affect success in college:

- **Attendance** – showing up consistently for college classes, P-TECH interventions, and required supports.
- **Motivation** – effort shown through assignment completion, timeliness, and persistence.
- **Behavior** – professionalism, safety, and conduct that reflects readiness for college and career.

Supports and Interventions Available

If concerns arise, we don't just monitor—we provide supports. These may include:

- **Student Meetings** – to problem-solve challenges directly with staff.
- **Parent Communication** – ongoing updates and meetings to keep families involved.
- **Tutoring & Extra Help** – all juniors have the opportunity for tutoring for Math and Electrical courses on Mondays and Wednesdays; all PTECH seniors 5th and 6th years are invited to come back on Fridays for tutoring with P-TECH staff, structured check-ins (Check + Connect with Mr. Gardner), or tutoring at OCC's Learning Center.
- **Organization & Time Management Supports** – structured schedules, checklists, and staff-led coaching to help students manage coursework.
- **Mental Health Supports** – access to OCC Counseling Services or check-ins with Mr. Lupa for emotional and mental health needs.
- **Learning Contracts** – formalized agreements outlining expectations/strategies for growth
- **District Support Meetings** – including principals, counselors, and P-TECH leadership

Student Name:
Home District:

Staff Monitoring:

Attendance (missing college courses or intervention times) Data:
Motivation (assignment completion) Data:
Behavior (professionalism, safety) Data:

Attendance Issue:	
Student Meeting Dates:	
Parent Contact: Dates:	
Parent Meeting: Dates:	
In School Suspension (if student is a junior or senior)	
Home District Principal and Counselor Meeting + PTECH Administration and Counselor Meeting (Virtual or In-Person) Dates: + Attendance Contract Signed	
Superintendent Emailed Date:	
PTECH Placement Meeting (Superintendent, PTECH administration, PTECH student and family)	
Other:	

Motivation Issue (assignment completion and quality):

OCC Policy Signed Agreement (given out at the beginning of the school year)
Student Meeting Dates:
Parent Contact: Dates:
Parent Meeting: Dates:
OCC Learning Contract
Mandatory Extra Support on Friday at PTECH
Tutoring with a PTECH Staff Member OR Check+Connect with Ms. Ruiz (structured schedule+ must report to PTECH classrooms at OCC)
Tutoring at OCC Learning Center
Home District Principal and Counselor Meeting + PTECH Administration and Counselor Meeting (Virtual or In-Person) Dates:
At the end of the semester: academic letter is mailed home; meeting with family is set up; home district is notified at the end of each semester with which students are in good standing, academic warning or academic probation
If a student's GPA remains under a 2.0 for two semesters then an "Academic Disqualification" Meeting with Occur with the District Superintendent
Drop to one course
Return to PTECH or district full time (senior year)
Disqualified from PTECH

What Happens if Challenges Persist

- Students may receive **academic warnings, probation, or attendance contracts**.
- Families are updated at the end of each semester with a letter indicating whether the student is in good standing, on warning, or on probation.
- If a student's **GPA remains under 2.0 for two semesters**, an academic meeting will be scheduled with the home district, student, family, and P-TECH administration to decide next steps,

This Oswego County P-TECH policy applies to any student taking courses at Onondaga Community College through the Oswego County P-TECH program. The following policies are intended to support student academic success and encourage timely graduation from Onondaga Community College within the 5 - 6 year plan. ***SUNY OCC policy for graduation states to graduate from SUNY OCC, students must have above a 2.0 cumulative GPA at the time of graduation.***

GOOD STANDING	A student maintaining a CUMULATIVE GPA of 2.0 (C average/73) or HIGHER
ACADEMIC WARNING	A student who has had <u>1-semester BELOW A CUMULATIVE GPA of 2.0</u> : <ol style="list-style-type: none"> During the semester: follows learning contract; meets bi-weekly with support staff End of semester: learning contract is revisited and amended for next semester; student is automatically enrolled in a new learning contract
ACADEMIC PROBATION	A student who has had <u>2-consecutive semesters BELOW A CUMULATIVE GPA of 2.0</u> <ol style="list-style-type: none"> At the end of the second semester on academic probation, a meeting with the district superintendent, PTECH administration and PTECH student and family will occur to determine eligibility for continuation and financial support in the PTECH program

Driving to OCC

P-TECH students in 11th and 12th grade may not drive to OCC without prior approval from their home district and a valid reason. Any student who drives without approval will be subject to consequences determined by their home district. Driving to OCC is considered a privilege, not a right.

Behavioral Infractions on OCC Campus

Behavioral infractions are subject to **OCC's Student Code of Conduct**. If a P-TECH student violates the code, all decisions, paperwork, and disciplinary measures will come directly from OCC. Ms. Warren will correspond with P-TECH administration to ensure communication, but OCC is responsible for final actions.

Students that skip classes, tutoring or learning lab support will serve in school suspension on Fridays at PTECH.