

Summer 2021/ Fall 2021/ Spring 2022

Dear Resident,

This letter is to remind you that College of the Redwoods is a drug and alcohol free institution, as well as a smoke free institution. Electronic smoking devices are treated the same as traditional cigarettes. We wanted to remind you that these policies are taken seriously and we are now moving forward to a zero tolerance policy on drugs, alcohol, and smoking. Should any of these policies be violated you may receive a major violation at the Residence Halls which would lead to your removal from the halls. Each incident will also be forwarded to the Vice President of Student Services and Learning Support or his/her designee for disciplinary action.

Our hope is that this reminder heads off any incidents that might occur and create hardship for any individual. Please sign and date and return this letter to the Housing Office letting us know you have received this notice.

We thank you for your cooperation and continue to wish you success in all your goals.

Sincerely,

Jordan Hamill  
Director of Residential Life

Print Name

Date

I have read and understand the information on this page (initial):

*Updated 2/16/21*

**Continue to next page**

2021-2022 Academic Year

Dear Prospective Resident,

We have been notified that construction for the new Creative Arts Building will begin in the Summer of 2021. The new Creative Arts Building will be located where the baseball field currently is. The construction noise may possibly be disrupting throughout the day.

We understand that some individuals may feel that these inconveniences are too great and may not want to reside in the Residence Halls during the academic year with this information. If you would like to live in the Residence Halls in the Academic Year, please initial below.

**Initial Below**

\_\_\_\_\_ I would like a contract with the College of the Redwoods Residence Halls for the 2021-2022 Academic Year. I understand that there will be construction in close proximity to the Residence Halls and accept any inconveniences that may accompany this construction.

Print Name

Date

**Eureka**

7351 Tompkins Hill Rd  
Eureka, CA 95501  
(707) 476-4100

**Del Norte**

883 W. Washington Blvd  
Crescent City, CA 95531  
(707) 465-2380

**Eureka Downtown**

525 D Street  
Eureka, CA 95501  
(707) 476-4500

**Klamath-Trinity**

65 Orchard St.  
Hoopa, CA 95546  
(530) 625-4821

**COLLEGE OF THE REDWOODS  
RESIDENCE HALLS ACADEMIC SUCCESS REQUIREMENT  
2021-2022**

Dear Prospective Resident:

We are glad that you have chosen to live and pursue your studies while living in the College of the Redwoods Residence Halls. The Residence Halls are a living and learning environment; and as such, it is our hope that you will increase in your academic ability, learn more about yourself, grow in your experiences with others and have a better understanding of your local and global community. To that end, Residents must meet the following requirements:

1. Provide proof of your College of the Redwoods (CR) student identification number. This number verifies that you intend to be a CR student.
2. Provide proof of enrollment in 12 units or more (Full-time student) This will need to happen each semester before move in. Please submit a copy of your schedule with your application materials.
3. A Student Education Plan (SEP) is required for every Residence Halls student. Please contact the Counseling Office at (707) 476-4150 to set up an appointment. To be accepted in the Residence Halls, you will need an appointment set no later than September 24, 2021 (February 25 for Spring Only contracts). When you call, please identify yourself as an athlete if you are participating in an intercollegiate sport at College of the Redwoods. When meeting with counselor, each resident should request an email to be sent to: [Housing@Redwoods.edu](mailto:Housing@Redwoods.edu) for confirmation.

If you have already set up a meeting to complete your SEP, please indicate the counselor's name, and date of the appointment: Counselor's name:

Date for SEP Meeting:

Residents who are not enrolled in at least 12 units will be issued a removal letter from the Housing Office and removed from the Residence Halls. \*Some exceptions to this policy may be allowed on a case-by-case basis. Please contact Housing Office to request an exception to this policy.

Please sign and return with your class schedule. Your signature indicates your acceptance and understanding of this requirement.

Student Print Name \_\_\_\_\_

Date

I have read and understand the information on this page (initial):

## **Step: Forward**

### **What you need to know**

Priority registration allows you to register early so you can get into courses before they fill up. To be eligible, you must participate in orientation, complete the assessment process for math and English course placement, and develop an Education Plan with your counselor or advisor. This process will help you to clearly define your goals, stay on track, and take the most direct route from start to finish.

### **1 Orientation: Connect with your campus**

Orientation allows you to learn about financial aid, registration, tutoring services, important locations on campus, types of degrees, and more, helping you adjust to your new college.

### **2 Assessment: Discover your academic skills**

College assessment tests measure your academic knowledge and skills and take the guesswork out of choosing courses at the right level. You might find out that you are ready for higher-level courses in some areas, or need more preparation in other areas. Your assessment results help you know where to begin in your college career.

### **3 Education Plan: Make the most of your college experience**

Your Education Plan, created with the help of a counselor or advisor, is a step-by-step guide based on requirements to meet your goals and how soon you would like to complete them. Planning ahead will ensure you take your courses in the right sequence to enroll in the courses you need, when you need them.

**For more information, please visit <http://stepforward.cccco.edu/> or contact College of the Redwoods Counseling and Advising Center at (707)476-4150.**