



L.E.P. STUDENT EXPECTATIONS

The Learning Effectiveness Program (L.E.P.) is designed to support students in reaching their academic potential through a student-driven approach. We recognize each student as a unique individual with strengths, challenges, life experiences, aspirations, and potential. Our goal is to assist you in actualizing your goals by providing the necessary support and fostering a respectful, professional relationship with your L.E.P. Specialist.

PARTNERSHIP WITH THE LEP

Students who fully embrace their partnership with the L.E.P. tend to reap the greatest benefits. As an L.E.P. student, you are expected to proactively utilize the services we offer and respect your relationship with your L.E.P. Specialist by meeting the expectations outlined below.

USE OF LEP SERVICES

While weekly Academic Counseling meetings with your L.E.P. Specialist are the only mandatory expectation, we strongly encourage you to take advantage of the additional resources we offer, which are designed to enhance your learning experience at DU and foster meaningful social connections.

Mandatory	Recommended
Attend weekly Academic Counseling appointments with your assigned L.E.P. Specialist.	Tutoring services Executive Functioning Coaching Social Skills Coaching Social Events Transitions services

ACADEMIC COUNSELING APPOINTMENTS

At the beginning of each term, you will select a weekly meeting time with your L.E.P. Specialist. During this time, you can work on a variety of tasks, including:

- Developing your executive functioning skills
- Improving study skills
- Navigating the DU system
- Using any academic accommodations for which you might be eligible

- Addressing anything else that might be important to you

EXPECTATIONS DURING MEETINGS:

- **Attendance and Punctuality:**
 - Arrive on time to make the most of our scheduled time together.
 - If you anticipate being late, email your Specialist in advance.
 - If you are unable to attend a meeting, inform your Specialist as soon as possible. They will assist you in rescheduling the meeting for a later time during the week.
- **Preparedness:**
 - Come prepared by bringing your laptop so you can access important resources such as email, Canvas pages, and syllabi.
- **Communication:**
 - If you are more than 15 minutes late, your Specialist will reach out via phone call and email to ensure everything is alright.
 - If your Specialist does not hear from you after multiple missed meetings, they will take actions such as alerting their supervisor, submitting a Student Outreach & Support (SOS) referral, or reaching out to your parents/family.
 - Continued absence from L.E.P. weekly meetings may result in being removed from the program.

COMMUNICATION WITH FAMILIES

The contract for services with the L.E.P. is solely between the student and the program. However, we emphasize the importance of keeping your family informed about your college experience.

Note: FERPA (Federal Education Right to Privacy Act) Release form must list who may be spoken with and about which records may be referenced.

- **L.E.P. Reaches Out to Families When:**
 - The student does not attend LEP weekly meetings for extended or unknown reasons.
 - Requested by the student (provided the student has signed a FERPA release).
- **L.E.P. Partners with Students When:**
 - The student determines what they want to work on during meetings, with or without suggestions from their Specialist.
 - Parents or other family members contact your L.E.P. Specialist. The Specialist will contact you before responding to the call or email and will include you in the conversation, provided you have signed a FERPA release.

- **L.E.P. Does Not Reach Out to Families To:**
 - Share grades, discipline records, or other student records.
 - Give weekly or quarterly updates.

TUTORING SERVICES

The L.E.P. tutoring program is one of the components that attract students to our program. It is essential to remain mindful of the following:

- Your L.E.P. Specialist will teach you how to schedule tutoring appointments on the digital platform, Accudemia.
- On your own or with your L.E.P. Specialist, you should determine what you need from your tutor to help you learn.
- Tutoring is far more effective if you use it regularly rather than waiting until midterms or finals.
- After you schedule a tutoring session, **you must** show up for it.
- On occasion, circumstances such as illness may necessitate canceling a tutoring session; **you must** notify the tutor of the cancellation 24 hours in advance.
- Repeated absences with or without advance notice will result in you being suspended from the tutoring program and possibly dismissed from the L.E.P.

We believe that by adhering to these expectations, you will maximize the benefits of your partnership with the L.E.P. We are here to support you throughout your academic journey and look forward to witnessing your growth and success.