



California State University, Los Angeles MESA Engineering Program (MEP)

MEP Participation Agreement

1. I will immediately inform T Fox, MEP Director by email at TFox2@cslanet.calstatela.edu of any changes in my name, address, or phone number.
2. I agree to follow the prescribed program designed by MEP, as a condition of continued support from MEP.
3. If I am a freshman or sophomore, I will meet with my designated advisor in the ECST Advising Center (EAC) located within the ECST Student Success Center in E&T A-127 at least once per quarter.
4. I will make the learning community courses designated for ECST students a priority in my schedule.
5. If I am a freshman or sophomore, I will notify my advisor of any changes to my class schedule.
6. I understand that as a new MEP student, I will need to satisfactorily complete the Engineering 154 math and physics workshops if applicable to my major.
7. If I am a junior or senior, I will establish and maintain contact with MEP. The main form of communication will be through email.
8. I agree to follow the academic advice of my EAC Advisor or faculty advisor to the best of my ability.

I understand that if I fail to comply with the terms of this agreement, I will be subject to MEP's disciplinary procedures, including possible removal from the program.

Student Name (sign) Date

MEP Director Date

Student Name (print)

_____ CIN _____
of units completed

A Memorandum of Understanding

What We Need You To Do: _____ initial

- Recognize that **priority registration** is a privilege, not a right. In order to maintain priority registration I must do the following:
 1. Must complete **MEP Online Application** and read, agree, and sign the MEP Participation Agreement.
 2. Request Priority by the **third Friday of each quarter** by clicking on the following link: [Request for Priority Registration](#).
 3. Complete a minimum of 6 hours of **approved** community service hours per quarter, preferably through the MESA Schools Program's activities.
 4. Attend at least two professional development workshops per quarter.
 5. Attend the Leadership Convocation.
 6. Must be an active member of a club/organization (i.e, SHESS, NSBE, SWE, IEEE, ASCE, ASME, etc.) or student project team (SAE Formula, Mini Baja, Aero Design, Concrete Canoe, etc.).
 7. Attend the University Career Fair in the Fall and Spring quarter.
 8. Sign-up for Eagleijobs by going to <http://www.calstatela.edu/univ/cdc/eagleijobsreg>.
 9. Sign-up for Twitter by going to <https://twitter.com/?lang=en>.
 10. Sign-up for LinkedIn by going to <https://www.linkedin.com/reg/join>.
- Take the Writing Proficiency Exam as soon as possible after passing English 102. The advantage is that the material is fresh in your mind when you take the test.
- Understand that the study of technical degree requires that your education be a **#1 priority**, that working 40 hours and carrying a full load (12 units) is courting disaster. In fact working more than 20 hours will reduce your chances of success.
- Understand that priority registration can be taken away from you if you fail to or refuse to adhere to certain guidelines established in this Memorandum of Understanding.

What Can MEP Do For You: _____ initial

- Provide advising and counseling, from the minute you are accepted to the moment you receive your degree.
- Provide academic support through Academic Excellence Workshops in math and physics.
- Provide professional development activities to help you gain skills for your career.
- Provide MEP scholarships, depending upon availability of funds, if you meet guidelines established by the Financial Aid Office.
- Assist you with obtaining technical internships and employment opportunities.
- Provide opportunities to attend professional conferences.

Note: Return this document with all the required signature, initials, and information to the front desk in the ECST Advising Center (EAC) located within the ECST Student Success Center in E&T A-127 by the deadline **every** Fall quarter. For questions regarding this document, please email T Fox directly at TFox2@cslanet.calstatela.edu or via phone at (323) 343-4574.