MARINE CORPS COMMUNITY SERVICES
LIFELONG LEARNING EDUCATION
CENTER

COPPER MOUNTAIN COLLEGE

MILITARY ACADEMIC SKILLS PROGRAM (MASP)

Acknowledgement of Responsibilities

Last Name | **First Name** | **MI** | **Rank** | **Full SSN**

Unit / Command | **Unit Supervisor Name, Phone Number & Email Address (GySgt or above)**

Duty Phone (830-) | **Student Contact Phone** | **EAS**

☐ **MATH (0800 – 1200)** ☐ **READING/WRITING (1300 – 1700)** ☐ **BOTH** **Reasons for Taking This Course**

Orientation Date:	MASP Dates:
04/14/2020 @ 10:00AM	04/27 – 05/20/2020

COURSE DATES REQUESTING

Contract MUST be turned in the Friday prior to orientation

Applications are not considered complete unless ALL of the fields above are filled in. Incomplete contracts will not be accepted.

1. **Please follow the instructions on the attached sheet**.
2. **Applicants (APP) and approving CO must initial the following statements** to indicate they understand the expectations and procedures governing the Military Academic Skills Program.

CO APP a. I understand that students who have an EAS date within 60 days of the course will need permission from the Copper Mountain College Coordinator to enroll in the course.

CO APP b. I understand that the MASP is the student's appointed place of duty during the inclusive dates stated in this contract. The member is on **permissive TAD orders** while attending MASP; **therefore, the member will be excused from unit requirements that interfere with the student's participation.**

CO APP c. I understand that assignment to MASP is a commitment to attend all scheduled classes. Copper Mountain College has a zero absence policy, including tardiness & early departure.

CO APP d. I understand and consent that my attendance and post TABE scores may be shared with my commanding officer, unit supervisor and Base Education.

CO APP e. I understand that the student will adhere to the following requirements:

1. **Be on time (0800 & 1300) each day (Monday through Friday).**
2. **Come prepared and submit assignments on time as required.**
3. **Conduct must be professional and appropriate to a learning environment.**
4. **Be in military uniform Monday – Thursday and may dress in appropriate civilian attire on Fridays.**

3. Attach a **full** copy of your **GT score** to this contract, available @ MarineOnline or from IPAC, in an email to ***sgrenzow@cmccd.edu* and *gshadowen@cmccd.edu*.** Return completed contract to Copper Mountain College Staff for review of GT score & TABE test scores for acceptance into the course. Students will be contacted if any questions should arise. Otherwise, students are expected to attend the **mandatory orientation**.

4. **Contract MUST be turned in before the Friday prior to orientation.** Questions regarding program requirements or class attendance should be directed to Summer Grenzow, Copper Mountain College Student Support Specialist @ 760-366-3791 ext. 5891or ***sgrenzow@cmccd.edu.***

APPLICANT'S SIGNATURE DATE

_____(CO Initial) I have seen the TABE scores and understand this score reflects 1 – 12 Grade level

COMMANDING OFFICER'S SIGNATURE DATE

Education Center Use Only

TABE TEST SCORES	
	GRADE LEVEL
READING	
MATH	
ENGLISH	
TOTAL BATTERY	

Internal Notes for Office Only

☐ Approved for Math & English Session
☐ Approved for Math Session ONLY
☐ Approved for English Session ONLY
☐ Declined

COPPER MOUNTAIN COLLEGE STAFF

DATE

☐ Dropped due to excessive absences
☐ Dropped due to student's request
☐ Dropped: