

## As a Louisiana Educate Program Scholarship Recipient, you *must* uphold to the following contract agreements that you signed upon entry:

1. **Study Hall**
  - Attend study hall (6 or more hours a week)
2. **Academic Success Coach One-on-Ones**
  - Attend all one-on-ones (scheduled by your Coach)
3. **Holistic Programming**
  - Attend all mandatory LEP events (semesterly)
4. **Student Engagement & Involvement**
  - Join one academic or social student organization (once an academic year)
5. **Work Study**
  - Maintain an on-campus work study job (maximum 12 hours a week)
6. **Live On Campus**
  - All LEP scholars must live on-campus

## Yearly Evaluation

Every semester the Academic Success Coach will evaluate your academic performance and program adherence to the Louisiana Educate Program Responsibilities. If you do not uphold to your agreements, you will risk losing scholarships such as TOPS, the Louisiana Educate Program scholarship, book stipends, grants, Louisiana Educate Program academic and social Resources, and Louisiana Educate Program benefits.

### 1. Study Hall in the LEP Center

You must attend **six hours or more** study hall hours, tracked per week. Starting the first day of classes every semester you will check in and check-out with your Cajun Card at the LEP Center. You must stay in the LEP Center while clocked into your study hall, or your time will be voided. You cannot sign in for another student, and they cannot earn hours for you. **NON-LEP MEMBERS ARE PROHIBITED.** Please be cognizant that there are study groups and tutoring occurring in the LEP Center during certain times, please speak softly and be respectful of those around you. LEP staff will run a weekly report and track your study hall hours on a weekly basis and submit the report to Dr. Bowie.

If the LEP Center does not offer tutoring for a subject you need, you can make an appointment at the front desk of The Learning Center **TLC (2<sup>nd</sup> Floor of Lee Hall)** and attend those sessions. You can also make appointments in the **Writing Center (1<sup>st</sup> Floor of Griffin Hall)**. When we run our study hall hour reports, we will add in all your TLC sessions and writing center hours as well. If you work for or utilize the TRIO SSS program study hall, we also count those hours, but it is your responsibility to document those hours and submit them to your Coach.

There are plenty of opportunities to get hours. **The students who attended at least six hours of study hall or more per week last year made a 3.0 GPA or higher and won many awards at the End of the Year Celebration.** These resources will only help you to achieve greatness as you grow to be a better student and person. We encourage you take advantage of all these free services.

# LEP Scholar Responsibilities

## 2. Academic Success Coach One-on-ones

You must attend all Academic Success Coach **meetings**. During your first meeting, the Coach will discuss your schedule with you to create a weekly meeting time, which will stay the same for the entire semester. They will then send you a calendar invite by email which will create a repeating event through your **Outlook calendar**. The two of you will be on this calendar invite, so there will be no confusion regarding your Coach meetings. If your one-on-one falls on a holiday, you will not meet that day, but will meet during your next scheduled one-on-one. This will make it easier for you to remember when your one-on-one is and create a consistent schedule between you and your Coach.

The Coach is there to help you soar to your greatest potential and steer you in the right direction for all the resources needed to be a successful student at UL. These meetings are themed and particularly designed to discuss learning objectives for each week of the semester. You must stay in communication with your Coach, and check-in with them in between one-on-ones. **The Coach blocks off 30 minutes for just you to develop you individually.**

Please be respectful of your Coach's time and yours by being timely to your meetings. Additionally, be respectful to your other cohort and LEP student members who are in a one-on-one with your Coach, as they should be given the same opportunity to have the Coach's undivided attention, as you were given. If you need to talk in depth with your Coach about something, do not drop in unannounced, **schedule a meeting** with them. If it is an emergency or time sensitive situation, please call the coach directly, or come to your Coach's office and **wait in the chair designated outside of their office**. They will be happy to assist you in between their scheduled one-on-ones and refer you to the best resource on campus for your imminent need.

If you miss one meeting you will be behind on up-to-date knowledge of what is going on with the program, miss opportunities for you to discuss issues or help needed that the Coach could provide assistance with, as well as take longer to build rapport with your Coach to help the Coach get to know your personalized needs so that they may create a customized student experience for you.

## 3. Holistic Programming

The Louisiana Educate Program designed a holistic programming model for students to gain exposure to new cultures, academic success, wellness, and leadership. The LEP Student Ambassadors will host holistic programming opportunities for all LEP students. For every required event, **you must always swipe your UL Cajun Card** prior to the start of the event. We will track your attendance at the programs.

These programs were designed to enhance the student's development through **experiential learning opportunities** to find themselves and perfect their craft outside of the classroom. More employers are telling our Career Services professionals that they are looking to hire employees who are well balanced academically with a great **IQ**, but also someone who is well balanced, and has a great **EQ**, which stands for **Emotional Intelligence**. It is important that our students learn about themselves and others to prepare them to be competitive candidates for employment.

The themes in the LEP **holistic model** are comprised of **academic development, career development, community development, cultural development, health and wellness development, and leadership development**. As each cohort matriculates to the next academic year, the program focus will adjust to meet the needs of the maturing and persisting student. Be the most successful student you can be, and you will shine.

# LEP Scholar Responsibilities

## 4. Student Engagement & Involvement

Research shows that students who **join at least one or two organizations** have a higher GPA, have a higher quality collegiate experience, and increase their chances of **networking** for future jobs upon graduation. There may be weeks where there are no mandatory events to attend, this is to give you ample amount of time to attend events and meetings for your student organizations that you must join as part of LEP.

Every semester, the Office of Student Engagement hosts a *Get On Board Day*. This event presents students with all the organizations that UL offers to students. Please plan to attend this event and speak with your Academic Success Coach if you are not sure about which organizations are right for you.

## 5. Work Study

Every Louisiana Educate Program scholarship recipient is expected to work on-campus as an UL student worker. Your work study assignment has **graciously agreed to work specifically with LEP students** and are a supporting network to the Louisiana Educate Program. It is your responsibility to contact and communicate with your supervisor at the beginning of each semester to **create your work study schedule around your classes**. Please consider your Coach meetings and study hall attendance when making your work study schedule. You must be honest with your work study supervisor about the hours you work and your other responsibilities you have as an LEP student. They are here to help you be successful.

You must **sign your timesheet in a timely manner** based on your supervisor's instructions. If you must miss work, you need to communicate this to your supervisor in advance. Every supervisor will have their own leadership and supervisory style. If their style does not match with your leadership style, talk with your Coach on ways that you can best adapt to the job so that you can be successful in your role supporting this office. Learn more about the mission and vision of the office and set your mind on how your presence is helpful for other students and for the staff working in that department.

## 6. Live On Campus

Louisiana Educate Program scholars live on campus. The Department of Residential Life is a community and there to help you when you are homesick or in need, as well as offer fun activities and programs in the halls after hours when the center is closed. **Freshmen LEP scholars must stay in the freshmen hall** designated by the University. After freshmen year, they can live anywhere on campus within their designated LEP housing and dining budget. Since the beginning of Fall 2018, many of **our upperclassmen decide to stay with their roommates from their freshmen year!**