

University of Washington



College Assistance Migrant Program

Student Handbook

Program Staff

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Welcome!

We look forward to providing a quality program to help you achieve your goal of obtaining a college education.

This handbook will answer many questions about the operation of the College Assistance Migrant Program (CAMP) at the University of Washington (UW).

UW CAMP is one of approximately 52 programs nationwide that help dependents of migrant or seasonal farmworkers pursue a two or four-year degree. CAMP is a program funded by a grant from the U.S. Department of Education that provides entering first-year students a wide variety of support through intensive advising, tutoring, and mentoring to help students succeed in school. CAMP also offers financial support to qualified students, as well as assists students in finding jobs, federal financial aid, and scholarships to finance the remainder of their college education. The CAMP program also provides continuing support on a limited basis to students beyond their first year at UW.

Two important goals for the CAMP Program and its participants are:

1. For CAMP students to gain the necessary tools and skills to achieve academic success at the University of Washington.
2. CAMP students will pursue and obtain a degree from the University of Washington.

CRITERIA FOR ELIGIBILITY TO PARTICIPATE IN CAMP

CAMP participants must meet one of the following conditions:

- An individual qualifies for CAMP if they have been a seasonal or migrant farm worker or is a dependent of one, in the areas of agriculture, dairy farms, fishery, or forestry for at least 75 days within the last two years and as a primary source of income. A person using this method can qualify themselves if they are self-supporting for the period in which the farm work was performed. If a person is not self-supporting, then at least one parent must have worked a minimum of 75 days, but on a seasonal basis.
- A person can also qualify if they have a Certificate of Eligibility (COE) under Chapter 1 of the Migrant Education Program. These programs are run through high schools and elementary schools, and programs are administered by the home school coordinators.
- A person can qualify through the Workforce Investment Act (WIA) Section 167, formerly known as the Job Training and Placement Act (JTPA) Section 402. The WIA program is coordinated by the migrant councils.

In addition, to qualify for CAMP, the applicant must:

1. Have a high school diploma or GED.
2. Be a U.S. Citizen or Permanent Resident of the U.S.
3. Qualify for Financial Aid (FAFSA, Loans, grants, etc.)



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SERVICES PROVIDED BY CAMP

- Scholarships and/or Quarterly Stipends for Qualified Students
- Assistance with Admission, FAFSA, and Scholarship Applications
- Tutoring and Instructional Support
- Academic Advising
- Study Skills Enhancement
- Learning Styles Inventories
- Career Exploration and Development
- Peer Mentoring
- Resume/Cover Letter Writing
- Job Search Skills Training
- Orientation to College Life
- College Survival Skills/CAMP Seminars
- Cultural/Educational Activities and Trips
- Student Leadership Training
- Plus, much more!

CAMP PROGRAM PARTICIPATION

CAMP students may be asked to withdraw from the program for **violation of any portion of the CAMP contract** to be signed at the CAMP Orientation. All CAMP students must:

- Be a full-time student (a full-time student is considered to be someone who takes a minimum of 12 quarter credit hours).
- Attend the following:
 1. *All required individual meetings with CAMP staff (academic advising and counseling)*
 2. *Quarterly Meetings*
- Submit mandatory Academic Progress Forms once a quarter
- Submit a minimum of 40 study hours a quarter. This averages out to 4 hours of studying per week
- Maintain a cumulative Grade Point Average (GPA) of 2.5
- Enroll and participate in the CAMP seminars specifically for CAMP students
- Follow all policies of the University of Washington and CAMP.

****Failure to meet any of these requirements will result in dismissal from the program. ****

DISCIPLINARY ACTION

It is CAMP's philosophy that students choose to abide by all rules and regulations established by the program and the University of Washington. This is essential to the success of all of the students we serve. If a student chooses not to abide by all the rules and regulations, they have chosen to have their participation in CAMP evaluated by its staff. This could result in the end of program participation. An individual's status in CAMP will be ultimately decided by the CAMP Director.

DRUG FREE /ALCOHOL FREE PROGRAM

CAMP is a drug-free, alcohol-free program. Violators of the University's alcohol and drug regulations are subject to withdrawal from the program. Below is the website to the UW's alcohol and drug policy:



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<http://www.washington.edu/admin/rules/policies/APS/13.07.html>

MEETING CAMP SEMINAR EXPECTATIONS

College students assume responsibility for their own education. Instructors and professors expect students to attend class regularly, participate fully in class activities, prepare completely for class, submit assignments promptly, and be present for all exams. It is very important to attend all classes. The only exceptions should be in cases of serious illness or other emergencies. Absences not only cause the student to miss valuable information but result in the lowering of the student's grade or even failure in the class, especially when participation is part of the grade. To reduce the effect of necessary absences, students should call or email the instructor, if possible, before missing class or at least as soon as possible afterward. They should make arrangements to make up exams or assignments and make copies of any class notes from a fellow student. Students must also report to CAMP staff if they are going to miss any classes or scheduled CAMP activities.

ACADEMIC STANDING

CAMP	University of Washington
Good Academic Standing: A student is in good standing when both the quarterly and cumulative GPA are 2.5 or higher.	Good Academic Standing: A student is in good standing when both the quarterly and cumulative GPA are 2.0 or higher.
Academic Alert: A student who has been in good standing is placed on academic alert when their GPA falls below a 2.5. A student is then placed in CAMP's Academic Support Group (ASG) until their GPA rises above a 2.5.	Academic Alert: A student who has been in good standing is placed on academic alert when their GPA falls below a 2.0 (Autumn Quarter Only).
Academic Warning: A student who has been on academic alert will be placed on academic warning when either the quarterly or cumulative GPA from the previous quarter falls below a 2.5. Student is then placed in ASG.	Academic Warning: A student who has been on academic alert will be placed on academic warning when either the quarterly or cumulative GPA from the previous quarter falls below a 2.0.

ACADEMIC DROP

For the University of Washington, a student who has been on academic warning is placed on suspension when their quarterly GPA fails to rise above a 2.0 from the previous quarter. There is a lengthy appeal process involved once placed on academic suspension. Continuing enrollment may be denied to the individual.

If a CAMP student's academic performance begins to drop, then the following actions may be incurred. *

- Academic Support Group (ASG)
- Increased mandatory study table hours
- Increased mandatory one-on-one tutoring at the IC
- Increased advising meetings
- Weekly progress reports signed by the course instructor



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- Stipends held until improvement is demonstrated

**** To prevent grades from dropping, CAMP encourages students to visit professors during their office hours and discuss any concerns they may have regarding the course as soon as they arise!***

If a CAMP student's quarterly AND cumulative GPA falls below 2.5, they will be required to complete an Academic Improvement Agreement. This agreement includes increased study table hours and an increase in advising meetings.

ACADEMIC ADVISING

Before every quarter, CAMP staff will assist students in registering for classes appropriate to the academic needs of each individual. Students are to meet with CAMP staff during pre-registration advising weeks for assistance. All students will be notified prior to pre-registration advising weeks and asked to sign up for an appointment. To make appointments call the front desk at 206-543-7132.

COUNSELING

The CAMP staff will assist students with academic advising and personal counseling if needed. Academic advising includes anything related to; university regulations, financial aid, admission and registration procedures, internships/scholarship information and applications, major selection and requirements, general study strategies including time management and goal setting, current academic status, academic and financial aid appeals processes, as well as understanding the importance of developing rapport with professors.

The CAMP staff also helps students find answers to problems by connecting them with other campus departments and community services. Since personal problems impact student success, the CAMP staff may also address concerns regarding issues such as roommates, health, homesickness, feelings of insecurity or inadequacy, problems with family members, or any difficult situations at home. When a student has a more serious problem, the CAMP Program staff will make an appropriate referral to the UW Counseling Center, or any other relevant agency. You can contact the UW Counseling Center at 206-543-1240.

FOLLOW-UP COUNSELING

The follow-up counseling provided by the CAMP staff will assist former CAMP students as they continue to complete their degrees. The CAMP staff also tracks the progress of CAMP alumni to assure they are progressing successfully. Former students are always welcome to seek advice and encouragement from CAMP staff.

WRITING ASSISTANCE

The Writing Center is located at the Instructional Center (1307 NE 40th St. 206-543-4240.) Students are encouraged to make frequent appointments in advance of a paper's due date. The Writing Center staff is comprised of qualified individuals with a strong background in writing.

The Odegaard Writing and Research Center has peer tutors and librarians who work with students, faculty, and staff on any project to help with all aspects of writing, from understanding an assignment to research, brainstorming, outlining, drafting, and revising. It is located in the Odegaard Library.



CAREER EXPLORATION

CAMP also offers a variety of assistance for discovering the perfect career for each student. Our CAMP staff is certified to able help students assess interests, abilities, and values to help them explore career options. The Career & Internship Center (C&IC) is also an on-campus resource that can provide career assessments to help students explore educational and professional opportunities; it also offers students a list of internships, volunteer, and employment opportunities. The Career & Internship Center is in Mary Gates 134, across from the CAMP offices. Contact them at 206-543-0535.

TUTORING/STUDY CENTERS

As a CAMP student, you have access to the Instructional Center (IC), an on-campus comprehensive academic support center that provides tutoring for almost every academic discipline or major with an emphasis on Science, Technology, Engineering, and Math. Several professional instructors and a multitude of tutors staff the IC. CAMP students are encouraged to take advantage of the tutoring services offered. If students have any questions or concerns about tutoring, they may direct them to the CAMP staff.

The Center for Learning & Undergraduate Enrichment (CLUE) is a free, late-night academic center designed to support all UW undergraduates, from the underprepared to the advanced. CLUE offers tutoring, class discussions, learning communities, and more in state-of-the-art facilities. It is located in Mary Gates Hall Commons.

The General Chemistry Study Center, located in Bagley Hall Room 330, is open to students enrolled in Chemistry 120, 142, 152, 162, 145, 155, or 165.

The Organic Chemistry Study Center, located in Bagley Hall Room 331, is open to students enrolled in Organic Chemistry courses.

The Engineering Academic Center is a place for students to hone the skills they need to succeed in fundamental Math, Physics, Chemistry, or Engineering courses. It is open to all Engineering students and is located in Loew 207, 213, and 215.

The Math Study Center is a great place for students to work on math. They are not a tutoring center in the traditional sense but do have a number of tutors (both undergraduate student TAs and advanced undergraduates) on staff who will sit down with students and answer questions to help them get unstuck. Open to students enrolled in Math 111, 112, 120, 124, 125, 126, 144, 145, & 146. It is located in the Communications Building Room B-014.

The Physics Study Center offers tutoring assistance for Physics 114/115/116 and 121/122/123. It is located in the Basement of the Physics/Astronomy Building Complex, A Bldg. rooms AM018, A, B, C.

SCHOLARSHIPS & INTERNSHIPS

Students will be encouraged to apply for internships/scholarships as well as seek mentoring opportunities in their professional field of choice. Information regarding current internships and scholarships is always available in the CAMP office. Please check the UW scholarship website for more information regarding

scholarship criteria: <https://www.washington.edu/financialaid/types-of-aid/scholarships/undergraduate-scholarships/>

STIPENDS

Stipends are awarded to students to assist them in meeting personal/school/housing expenses. To earn a stipend, students must be in current good academic standing with their CAMP contract. This includes turning in academic progress reports, attending scheduled appointments with advisers, attending study tables, and meeting regularly with your CAMP mentor. CAMP Stipends are processed by CAMP and dispersed by our fiscal office and will be awarded on the 7th week of the quarter. Stipends have the possibility of being reduced if students fail to meet requirements. You will receive your stipend the same way you receive your grant, loan, or scholarship money (*check or direct deposit*).

EMPLOYMENT DURING THE SCHOOL YEAR

Students beginning college need to concentrate on being successful in their studies during the challenging freshman year. Therefore, CAMP encourages students to wait until at least their second quarter to take on any part-time jobs.

FINANCIAL AID OFFICE

CAMP students must comply with all policies of the University of Washington Financial Aid Office to be in good standing with their CAMP contract. To continue to receive financial aid, students must:

- Be enrolled in at least 12 credit hours each quarter.
- Promptly provide any data or forms requested by the Financial Aid Office. This data may include such items as W-2 forms, proof of selective service registration, or student tax returns.
- Finish the academic year with 80% of credits attempted to avoid any appeals.

The University of Washington Financial Aid Office is in Schmitz Hall, room 105; contact a financial aid adviser at 206-543-6101 or osfa@uw.edu.

HEALTH SERVICES / STUDENT INSURANCE

If there are questions regarding health coverage, please speak with a CAMP staff member. Like all UW students, CAMP students may use the Husky Health Center. * Students must make an appointment and present their student ID at the time of the appointment. Students who have health needs, such as vision care or dental work, which cannot be met through the student's insurance, may see the Director for referrals to additional resources and/or medical stipend. To make an appointment, contact Husky Health at 206-685-1011. Students needing emergency medical assistance, please call 911 and seek medical attention then notify a member of the CAMP staff for assistance with any necessary follow-up. *Your tuition and fees pay for one visit a quarter to Husky Health. This does not include any lab fees or tests that are run.

COMMUNICATION:

The CAMP staff's primary mode of communication with you will be via UW email. We send information regarding job opportunities, scholarships, conference opportunities, CAMP seminars, important dates, including registration, and much more. Please check your UW email regularly to ensure that you receive these announcements. Also, make sure that the CAMP staff has your most recent phone number (cell



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phone number) on file. This is also another method we will be using to communicate important information to you. CAMP also has an Instagram page ([@uw.camp](#)) where we post important announcements, scholarships, job opportunities, and more. Finally, CAMP has a listserv for each cohort and one for all combined cohorts.

HOUSING

The Department of Housing & Food Services is in Lander Hall. Contact them at 206-543-4059, hfsinfo@uw.edu, or visit their website <https://www.hfs.washington.edu/>. If you have any other questions regarding housing issues, please make an appointment with the CAMP staff.

STUDENT ID

All students must have a University of Washington Husky Card. This card allows the students to charge meals on their accounts, check out books from the library, gain admission to events, bus transportation (through the U-PASS), and more. The Husky Card Account & ID Center is located on the Ground Floor of Odegaard by the By George Cafe. Replacement cards will cost the student \$25.00. Contact at 206-543-7222, huskycrd@uw.edu, or visit <https://hfs.uw.edu/Husky-Card-Services/Husky-Card/Student-Husky-Card>

PARKING

For information on student parking and other transportation services visit the UW commuter services page at <http://www.washington.edu/facilities/transportation/commuterservices/> Contact at 206-221-3701, ucommute@uw.edu.

CAMPUS RESOURCES

COUNSELING CENTER

The Counseling Center is staffed by psychologists and mental health counselors who provide developmentally based counseling, assessment, and crisis intervention services to currently enrolled UW students.

Phone Number: 206-543-1240

Website: <https://www.washington.edu/counseling/>

DISABILITIES RESOURCES FOR STUDENTS (DRS)

DRS is dedicated to ensuring access and inclusion for all students with disabilities on the Seattle campus enrolled in our undergraduate, graduate, professional, Evening Degree and Access programs for over 35 years. DRS serves approximately 1,600 students with either temporary or permanent physical, health, learning, sensory or psychological disabilities. Students partner with our office to establish services for their access and inclusion on campus.

Phone Number: 206-543-8924

Website: <http://depts.washington.edu/uwdrs/>

Q CENTER

We facilitate and enhance a brave, affirming, liberatory, and celebratory environment for students, faculty, staff, and alumni of all sexual and gender orientations, identities, and expressions.

Phone Number: 206-897-1430

Website: <https://sites.uw.edu/qcenter/>

OFFICE OF GRADUATE STUDENT EQUITY & EXCELLENCE (GSEE)

The Office of Graduate Student Equity & Excellence (GSEE) has been housed in the University of Washington's Graduate School since 1970. We take pride in focusing on graduate students of color across all disciplines and campuses. GSEE provides leadership and advocacy to achieve equitable representation, access, and success for graduate students of color at the University of Washington.

Email: uwgsee@uw.edu

Website: <https://grad.uw.edu/equity-inclusion-and-diversity/gsee/contact-go-map/>

ASSOCIATED STUDENTS OF THE UNIVERSITY OF WASHINGTON (ASUW)

The Associated Students of the University of Washington (ASUW) is the student government at the University of Washington. ASUW's main objective is to serve the students and meet their diverse array of needs.

Phone Number: 206-543-1780

Website: <http://www.asuw.org/>

CAREER CENTER

The Career Center provides career and job search services to UW students and alumni. As a bridge from college life to the world of work, it's our mission to support the exploration of career and academic options, the development of job search skills, and to facilitate connections between employers and students that lead to successful and satisfying futures.

Services provided by the Career Center include career and job search counseling; a campus recruiting program; job listings; workshops on resume writing, interviewing, job offer and salary negotiation, internships, and more; employer panels on topics such as interviewing and resume writing; a credential file service; and career fairs.

Phone Number: 206-543-0535

Website: <https://careers.uw.edu/>

HEALTH AND WELLNESS CENTER

The LiveWell Center contains a vast collection of educational materials, including brochures, newsletters, and videos on a wide variety of health-related topics

Phone Number: 206-543-6085

Website: <http://depts.washington.edu/livewell/>

STUDENT LEGAL SERVICES (SLS)



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SLS is an on-campus law office that provides confidential legal advice and representation to UW-Seattle students.

Phone Number: 206-543-6486

Website: <http://depts.washington.edu/slsuw/>

STUDENT ACTIVITIES OFFICE (SAO)

The Student Activities Office (SAO) encourages participation in student activities as an excellent way to experience personal growth, meet new friends, share common interests with other students, faculty and staff, and have some fun outside the classroom. [file://adams.oma.washington.edu/CAMP/CAMP Student Handbook/2016 - 2017/depts.washington.edu/sao](file://adams.oma.washington.edu/CAMP/CAMP%20Student%20Handbook/2016%20-%202017/depts.washington.edu/sao)

Phone Number: 206-543-2380

Website: <http://depts.washington.edu/thehub/sao/>

INTRAMURALS ACTIVITIES BUILDING (IMA)

The IMA staff invites you to enjoy the exercise, sports and fitness opportunities available to students, faculty and staff members at the University of Washington.

Phone Number: 206-543-4590 [file://adams.oma.washington.edu/CAMP/CAMP Student Handbook/2016 - 2017/depts.washington.edu/ima](file://adams.oma.washington.edu/CAMP/CAMP%20Student%20Handbook/2016%20-%202017/depts.washington.edu/ima)

Website: <http://www.washington.edu/ima/>

ALENE MORIS WOMEN'S CENTER

The mission of the Women's Center is to promote and advocate for gender equity and social justice on campus and in the larger community, through educational programs and services, which allow all individuals to nurture an equitable, inclusive and compassionate society.

Phone Number: 206-685-1090

Website: <http://depts.washington.edu/womenctr/#sthash.152jFCHe.dpbs>

CHILDCARE ASSISTANCE PROGRAM

The Childcare Assistance Program (formerly known as Student Parent Resource Center) is designed to assist UW Seattle Campus students in covering the costs of licensed childcare for their children (ages birth – 12 years old) while enrolled in an eligible program of study. This award is funded by Student & Activity fees paid by students attending the Seattle Campus.

Phone Number: 206-543-1041

Website: <https://www.washington.edu/financialaid/types-of-aid/child-care-assistance/>

OFFICE OF MERIT SCHOLARSHIP FELLOWSHIPS & AWARDS (OMSFA)

The Office of Merit Scholarships, Fellowships & Awards helps University of Washington undergraduates develop the skills and personal insights necessary to pursue scholarships appropriate to their goals. OMSFA provides information and resources to increase student awareness of the scholarship search and application process via workshops, events, online resources, and individual advising.



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Phone Number: 206-543-2603 or 206-543-4170

Website: <http://expd.washington.edu/scholarships/omsfa/office-of-merit-scholarships-fellowships-awards.html>

SAMUEL E. KELLY ETHNIC CULTURAL CENTER (ECC)

The Kelly ECC has a wealth of resources and opportunities available to students including student advising, organizational development, personal growth, and referrals to different departments and programs.

Phone Number: 206-543-4635

Website: <http://depts.washington.edu/ecc/>

FINANCIAL AID

Whether you attend our Seattle, Tacoma, or Bothell campuses, you're in the right place to get all the information you need on qualifying for, applying for and receiving financial aid.

Phone Number: 206-543-6101

Website: <https://www.washington.edu/financialaid/>

FIRST YEAR PROGRAMS

First Year Programs empowers entering students to become engaged and confident learners by facilitating supportive communities and creating educational experiences.

Phone Number: 206-543-4905

Website: <http://fyp.washington.edu/>

OFFICE OF THE OMBUDSMAN

Our mission is to provide the highest quality, client-focused services for preventing, managing and resolving conflict among students, staff, and faculty of this University. Through active participation in the mediation process, clients develop competencies for preventing, managing, and resolving future conflict.

Phone Number: 206-543-6028

Website: <http://www.washington.edu/ombud/>

STF EQUIPMENT LOAN PROGRAM

Undergraduate Academic Affairs, Classroom Support Services (CSS), and Health Sciences Academic Services and Facilities (HSAS&F) in conjunction with the Student Technology Fee Committee (STF) and the Services and Activities Fee Committee (S&AF), are pleased to announce the availability of technological equipment for loan to students.

Website: <https://stlp.uw.edu/#/>