Gateway Program

opening the doorways to your future

Minority Affairs Office
Eastern Illinois University
GATEWAY PROGRAM
EASTERN ILLINOIS UNIVERSITY

GATEWAY Agreement

Name ___________________________ E# ___________________________

Street Address ____________________________________________________

City, State, ZIP ____________________________________________________

Home Phone ___________________________ Cell Phone: __________________

The terms listed below are designed for students admitted to Eastern Illinois University under the Gateway Program. These policies are designed to enhance a Gateway Student’s academic success.

TERMS OF AGREEMENT
By signing this agreement, I understand that I must follow the terms as a condition of my admission to Eastern Illinois University and realize that my continuation at the University depends upon my academic performance and compliance with these terms.

* Enroll as a full-time student in courses recommended by the designated Gateway advisor and will not change these courses without the consent of the Gateway advisor.

* Participate in the “EIU Debut” orientation program.

* Participate in the “Early Move-In” program.

* Live in University-operated resident halls unless an exemption is approved.

* It is mandatory to attend all classes and meetings, study tables, and all academic support activities, workshops, and seminars required by the program.

* Maintain regular contact with the designated Gateway advisor.

Gateway students are subject to the same standards for academic warning, probation, and dismissal as students who meet regular admission requirements specified for all entering freshmen, except those students who fail to make sufficient academic progress as determined by the Gateway Program.

The Gateway Program reserves the right to change, add to, modify, or eliminate any of the above terms.

Student Signature___________________________________________________ Date __________________________

Parent Signature____________________________________________________ Date __________________________

Academic Advisor Signature___________________________________________ Date __________________________

Return to: Gateway Program
Eastern Illinois University
600 Lincoln Avenue
Charleston IL 61920

Revised May 2012
GATEWAY PROGRAM
EASTERN ILLINOIS UNIVERSITY

AUTHORIZATION TO EXCHANGE OR REQUEST INFORMATION

Student information is confidential under the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 1232g. Therefore, your authorization is necessary to permit (a) the release of information concerning your academic progress to your parent(s), guardian, or designee and (b) to seek information about your education records from teachers and/or other university officials.

The Authorization to Exchange/Request Information is for the above stated purpose.

I, ________________________________ hereby authorize the Gateway Program at Eastern Illinois University to contact either or both my parent(s)/guardian and teachers to exchange/request education records.

I understand that this authorization is being used to allow my advisor and my parent(s)/guardian or teachers to communicate and work together.

I understand that I have a right to be told what information was exchanged.

I understand that this authorization will be valid until I am formally released from the Gateway Program.

__________________________________________  _______________________________________
Signature of Student                               Date

__________________________________________  _______________________________________
Signature(s) of Parent(s)/Guardian                Date

__________________________________________  _______________________________________
Signature of Academic Advisor                     Date

Revised May 2012
GATEWAY PROGRAM
REGISTERED STUDENT ORGANIZATIONS (RSO) AGREEMENT

I agree to the following condition while in the Gateway Program:

I WILL NOT PLEDGE OR BECOME A MEMBER OF THE FOLLOWING:

• ANY GREEK ORGANIZATIONS
• LITTLE SISTER/LITTLE BROTHER ORGANIZATIONS
• SWEETHEARTS ORGANIZATIONS
• DANCE OR MODELING GROUPS

Failure to comply with this RSO agreement will result in the student being sent to the Office of Student Standards. Students will receive official notice from the Student Standard Board regarding a hearing time and date.

Violation of this RSO agreement will result in a one (1) semester suspension (Fall and Spring only...Summer does not count) to be served consecutively with any other university sanctions.

Student Signature ___________________________ Date ___________________________

Parent Signature ___________________________ Date ___________________________

Academic Advisor Signature ___________________________ Date ___________________________

Revised May 2012
GATEWAY PROGRAM
ADMISSION/EXIT CRITERIA

Eastern Illinois University: Regular Admission Requirements

1. ACT of 18 and either upper quarter of high school class or 3.0 gpa
2. ACT of 19 and either upper half of high school class or 2.5 gpa
3. ACT of 22 and either upper three fourths of high school class or 2.25 gpa

Gateway Program: Admission Requirements

1. Minimum ACT of 14
2. Minimum of a "C" average (2.0 on a 4.0 scale) in high school
3. Demonstrated potential:
   a. Submit a writing sample
   b. Submit two (2) letters of recommendation

Gateway Program: Exit Criteria

1. Complete two consecutive semesters (FALL & SPRING ONLY) with a 2.0 or higher semester gpa with a minimum of 20 hours towards graduation (consistency is the key to college success). Example: Fall 2.50, Spring 2.75.
   **If you fall below a 2.0 semester gpa (in either semester), you will be in the Gateway Program the following academic year.**
2. Be academically dismissed.
3. Be dismissed for any violation of The Student Conduct Code or Gateway Contract.
4. Be dismissed at the end of any semester for:
   - Failure to meet contract obligations.
   - And/or earning a semester gpa below 1.0
5. Must complete four semesters with a minimum of a 2.0 cumulative gpa or student will be dismissed from the Gateway Program, and thereby, the University.

Revised May 2012
1. Participate in the “Early Move-In” Program. Failure to participate will result in the student being placed on a Gateway Probation Contract for the Fall semester.


3. **Required** Twenty-minute weekly intrusive advisement appointment.

4. Study Tables 4 hours per week, Monday-Thursday. Times and locations will be announced at a later date.
   - Laptops will **NOT** be allowed at study tables or tutoring sessions.

5. Required Classes:
   - GST 1000 - Study Skills  (You may be exempt from this course depending on your ACT and/or Nelson-Denny Reading Test Score.)
   - EIU 1111 - University Foundations

6. Will be required to attend several workshops as well as other resources as necessary during the semester.

7. Grade reports are requested from professors at 5 and 10 weeks. We do not receive replies from all professors. It is the student’s responsibility to keep track of their grades.

8. Students may **NOT** pledge or become a member of any Greek, Little Sister/Little Brother, Sweethearts Organizations, or dance/modeling groups while in the Gateway Program.

9. Students are strongly encouraged to participate in the Peer Helper Program.

10. If gpa is lower than a 1.75, student will be placed on a probation contract for the following semester.

11. If semester gpa is below 1.0, student will be dismissed from the Gateway Program, and thereby, the University.

Revised May 2012
GATEWAY PROGRAM
EASTERN ILLINOIS UNIVERSITY

REQUIREMENTS FOR GATEWAY STUDENTS
Second Semester

1. Twenty-minute weekly intrusive advisement appointment.

2. Spring study table hour requirements:
   - 2.50 GPA with minimum of 10 hours complete: 4 hours weekly
   - 2.50 GPA with less than 10 hours complete: 6 hours weekly
   - 2.0-2.49 GPA: 6 hours weekly
   - Lower than 2.0 GPA: 8 hours weekly

3. Required classes:
   - GST 1100 (8-week Career Seminar) Must turn in ALL work on time in order to receive credit for the class!!

4. Grade reports are requested from professors at 5 and 10 weeks. We do not receive replies from all professors. It is the student’s responsibility to keep track of their grades.

5. Students in the Gateway Program must live in University-operated residence halls. This does not include University Court.

6. Students may NOT pledge or become a member of any Greek, Little Sister/Little Brother, Sweethearts organization, or dance/modeling groups while in the Gateway Program.

7. In order to be released from the Gateway Program at the end of the spring semester, a student must have two (2) consecutive semesters (FALL & SPRING ONLY) of a 2.0 gpa or better for each semester and earn a minimum of 20 hours towards graduation.

8. The students that are on contract must pass 12 hours with a 2.0 gpa or higher in order to stay in the Gateway Program.

9. If semester gpa is below 1.0, student will be dismissed from the Gateway Program, and thereby, the University.

Revised May 2012
GST 1100-Career Development Course

Spring Semester

Length of Course: A 50-minute session offered once a week for eight weeks.

Objectives

This course is designed to help individuals develop the skills needed to make wise decisions regarding their academic and career goals through:

- Developing greater self-awareness through analysis of various personality characteristics, interests, competencies, skills, aptitudes, and values,
- Understanding the process of decision-making skills in choosing a major and/or career.
- Understanding the process of career research and gaining an appreciation of available career resources.

Topics Discussed

Self Assessment
- Recognizing your strengths
- Understanding your own values, interests, and goals in relation to a career(s)

Career Research
- Exploring careers related to your interests/major
- Discovering opportunities in job shadowing & internships
- Learning about the career services available on campus

Career Planning
- Tips for successful resumes & interviews
- Participating in Career Fairs
- Learning professional development opportunities involving networking and etiquette

Gateway/Second Chance Program

Revised May 2007
This program is designed to give returning Gateway students who did not complete the Gateway requirements (two (2) consecutive semesters of a 2.0 GPA and/or 20 hours towards graduation) a SECOND CHANCE to succeed in the Gateway Program and in college. The goal of this program is to provide SECOND CHANCE students with the necessary skills to be successful once they are released from the Gateway Program and mainstreamed into the university.

**Second Chance Requirements:**

1. Second Chance Participation Agreement

2. MANDATORY meeting attendance

3. MANDATORY class participation

4. MANDATORY completion of assignments

5. Must complete four (4) semesters with a minimum of a 2.0 cumulative GPA or the student will be dismissed from the Gateway Program, and thereby, the University.

**Examples of Meetings and Assignments**

- Where Do You Stand? Academic Warning/Probation Policy (GW contracts, Repeats, GPA calculator)
  **Assignment:** How to calculate my cGPA

- Group Advising: On-line Catalogue/Major Sheets/Course Selections
  **Assignment:** Create Tentative Spring Schedule

- Dealing with “Issues” (Stress Management)
  **Assignment:** Major Portfolio

Revised May 2012
DOs AND DON'Ts OF GATEWAY

DO

1. **Do** attend all regularly scheduled classes. Keep a copy of your course schedule with you at all times.

2. **Do** attend all regularly scheduled appointments with your advisor.

3. **Do** attend and complete all required study table sessions.

4. **Do** keep a copy of the following numbers with you at all times:

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mona Davenport</td>
<td>(217) 581-6690</td>
</tr>
<tr>
<td>Don Dawson</td>
<td>(217) 581-7403</td>
</tr>
<tr>
<td>Juanita Cross</td>
<td>(217) 581-6694</td>
</tr>
<tr>
<td>Jackelyn Collins</td>
<td>(217) 581-6693</td>
</tr>
<tr>
<td>Yolanda Williams</td>
<td>(217) 581-7401</td>
</tr>
<tr>
<td>Angi Hallowell</td>
<td>(217) 581-6692</td>
</tr>
</tbody>
</table>

5. **Do** communicate regularly with those people listed above if any type of problem or situation arises.

6. **Do** call or email your advisor and instructors prior to missing any classes due to illnesses. (No other absences will be excused.)

7. **Do** keep a calendar with you at all times so that you may be prepared to schedule any further upcoming events.

8. **Do** immediately inform your advisor of any work that you get back with a grade of C or lower on it.

9. **Do** check with your advisor before dropping any classes.

DON'T

1. **Don't** pledge or join any Greek, little sister/little brother, Sweethearts organization, or dance/modeling groups as long as you are in the program.

2. **Don't** be late for class **OR** your scheduled appointments.

3. **Don't** come to study tables **without** specific materials to work on during the entire study time.

   **Laptops will not be allowed in study tables or tutoring sessions.**

4. **Don't** make excuses for inappropriate behaviors. Just assume the responsibility that you have committed to.

5. **Don't** accumulate points...There will be consequences!

Revised May 2012
GATEWAY PROGRAM
EASTERN ILLINOIS UNIVERSITY

Disciplinary Policies and Procedures

A. Policies

The Gateway Program operates under a point system. Students who violate the rules and regulations of the program will receive points. Once a student reaches 15 or more points, his folder is sent to the Office of Student Standards for possible sanctions.

Points:

- Study Tables (1 point per hour)
- Weekly Appointment (2 points)
- Mandatory Workshops/Career Course (2 points)
- Mandatory Meeting (3 points)

**Students are required to have zero points at the end of each semester.**

Warning letters will be sent to the student at the following levels:

- 5 points
- 10 points (copy to parents)
- 15 points (copy to parents)

_-Dismissal Process begins:_
- Will require a student to appear before the Gateway Staff for Review.
- Failure to comply with the recommendations of the Gateway Staff may result in the student being sent to the Director of Minority Affairs with the recommendation to be dismissed from the program and thereby, the University.

Additional Violations:

- Students who pledge a Greek letter organization, Sweethearts or Little Sister/Little Brother organization, or dance or modeling groups will be automatically suspended from the program and thereby, the University.

- Excessive and continuous absences from classes may result in points being given and/or suspension from the program and thereby, the University.

- Disruptive and uncooperative behavior in study tables, classrooms, advisement meetings, the Gateway Office, on the phone, and/or other campus events may be punished by referral to the Office of Student Standards and/or suspension/dismissal from the program and thereby, the University.

Gateway Probation: Students who fail to receive above a 1.75 within a semester will be put on Gateway Probation for the following semester with specific grade, class and study table requirements. Failure to meet these requirements will result in dismissal from the program and thereby, the University. Parents and Students must sign and return the Gateway Probation Contract.

Revised May 2012
Gateway Program
Probation Contract

Name____________________________________ Semester_________________

Because you now have a cumulative GPA of 1.75 or less you are being placed on Gateway Probation. You must adhere to the following rules of this contract in order to remain at EIU:

1. Attain a 2.0 GPA for the semester or a 2.1 if you are on academic probation.
2. Pass 12 semester hours.
3. Attend 8 hours of study tables per week
4. Attend workshops assigned by your advisor.
5. Attend all classes.
6. Attend all study groups and/or tutor sessions assigned by your advisor.

**If these requirements are not met, you must transfer in 12 hours with a 2.0 GPA or higher in order to return to the Gateway Program. You must sit out (1) one semester before returning to EIU (summer does not count as a semester).**

If you have any questions regarding your contract, please see Don Dawson in the Gateway Program Office.

I agree to the terms of the contract outlined above. I also understand that failure to follow these rules and regulations will constitute my dismissal from the Gateway Program and thereby, the University.

Student Signature___________________________________ Date________________

Parent Signature_____________________________________ Date________________

Advisor Signature_____________________________________ Date________________

Director of Minority Affairs___________________________ Date________________

*Contract is valid with or without a parent signature.*

Revised May 2012
B. Procedures

Gateway is a provisional admission program. Students admitted under this program do not meet normal admissions standards. Therefore, dismissal from the Gateway Program will result in dismissal from the University. If the program's rules and regulations, as reflected in the Gateway Agreement, the Point System, or the directions of the Gateway Advisor are seriously and/or continuously violated, the student's folder will be reviewed by the Gateway Staff.

1. If the violation is serious or repeated, the student will be sent to the Office of Student Standards with a possible sanction or suspension from the university.

2. In the case of a potential suspension or an expulsion, the affected student will be notified in writing of the proposed sanctions and the time and date of the Judicial Board Hearing. The Judicial Board may recommend an appropriate sanction(s) up to and including dismissal from the program and thereby, the University.

3. If a sanction of suspension or dismissal from the program is approved by the board, a written notice of the decision will be sent to both the student and his/her parents or guardian.

Revised April 2010
Important Phone Numbers & Places

Campus Directory Information ............................................................... (217) 581-5000

Academic Information
Academic Advising .................................................................................. (217) 581-2313
Admissions Office .................................................................................... (217) 581-2223
Records/Transcripts ................................................................................. (217) 581-3511
Registration ............................................................................................. (217) 581-3831

Financial Aid & Part-time Jobs
Financial Aid Office ................................................................................ (217) 581-3714
Student Employment Office ................................................................. (217) 581-3712

Housing Information
Housing Office – Information ................................................................ (217) 581-5111
Residence Hall Info .................................................................................. (217) 581-3923

Minority Concerns
Minority Affairs Office ........................................................................... (217) 581-6690
Mona Davenport, Director ....................................................................... (217) 581-6691
Gateway Program .................................................................................... (217) 581-6692
Peer Helper Program ............................................................................... (217) 581-7401

Parent's Club
Student Life Office .................................................................................. (217) 581-3829

Parent Information
Cashier's Office/Student Accounts ......................................................... (217) 581-3715
Registration ............................................................................................. (217) 581-3831

Police
Campus Police ......................................................................................... (217) 581-3213

Other
Health Service .......................................................................................... (217) 581-3013
TRIO ........................................................................................................ (217) 581-7849
Counseling Center ................................................................................... (217) 581-3413
Career Services ......................................................................................... (217) 581-2412
Child Care Resource and Referral ......................................................... (217) 581-6698
Student Success Center ......................................................................... (217) 581-6696
Office of Student Standards ................................................................. (217) 581-3827

Revised May 2012