

ACE Program Acceptance Letter

12/5/2017

RE: ACE Program Application

Congratulations! On behalf of Norco College, I am pleased to announce your acceptance into the ACE Program for the 2017-2018 academic year. Dedication, perseverance, and long-term career success are the heart of the ACE Program. You can be proud to have been selected to join a talented and eager group of students. The goal of the ACE Program is to provide students an accelerated career pathway, while providing support services to ensure academic and employment success. After participation in mandatory workshops (see attached schedule) and successful completion of the ACE Program, you will be referred to interviews with our prestigious industry partners. We believe our hands-on academic and employability training will allow you to thrive, both on-campus and in your professional life.

Please review the enclosed "Checklist" for the next steps you need to take before coursework begins on Tuesday, 1/2/2018. If you have already applied for FAFSA online, please ask us about **ACE Your Career Scholarship**.

Congratulations on being accepted into the ACE Program and good luck with your upcoming studies! Please contact our office at 951.738.7782 or ACE@NorcoCollege.edu with any questions. On behalf of our faculty, staff, and students, welcome to Norco College's ACE Program!

Sincerely,

ACE Program Team

_____, Azadeh Iglesias, Student Success Coach

_____, Sylvia Livingston, Employment Placement Coordinator

_____, Derek Sy, Outreach & Recruitment Specialist

_____, Jesse Lopez, Director, CTE

Enclosure: ACE Program schedule and Checklist



ACE Program Schedule & Checklist

ACE Program Schedule for 2018

The following workshops are required to be referred for interviews after graduation.

- **College 101 workshop series:** *You must complete a minimum of 2 workshops in a 7-month period.*
- **Employability workshops series:** *You must complete both workshops, ACE Resume Building & ACE Interview Skills, to be referred to industry partners.*

- ACE Orientation:** Tuesday, December 5, 2017, 9:00 am – 12:00 pm
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College 101 Workshop Series:

- TBD: **Know your resources**
 - TBD: **Learning styles**
 - TBD: **Scholarships**
 - TBD Thursday, 10/19 @ 2:00 pm: **Grit 101**
 - TBD Friday, 10/20 @12:00 pm: **Scholarships**
 - TBD: **Mindset**
 - TBD: **Hope/Goal setting**
 - TBD: **Winter Registration workshop**
 - TBD: **Winter Registration workshop**
 - TBD: **Keys to Success**
 - TBD: **Coping with Anxiety & Stress**
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Employability Workshops Series:

- TBD: **Staying Motivated: Career Workshop**
- TBD: **ACE Resume Building Workshop**
- TBD: **ACE Resume Building Workshop**
- TBD: **ACE Interview Skills Workshop**
- TBD: **ACE Interview Skills Workshop**

**If you do not pass all coursework with a “C” or better and do not complete the required workshops, you will not qualify for job interviews with industry partners. Please contact the Student Success Coach (contact information below) if you face any challenges throughout the program.*

Dismissal from the ACE Program:

The student understands dismissal will result for any of the following reasons:

- No longer meets the program qualifications.
- No longer enrolled full-time, as required by the ACE Program.
- Is placed on academic and/or disciplinary probation.
- Fails to complete required program workshops, as outlined above.
- Fails to attend scheduled appointments and/or job interviews.