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**In order to be eligible for participation in California Reconnect, institutions will provide:**

- Acknowledgement & support of the initiative from President, Student Services and Academic Leadership
- Assignment of an operational point person who has the necessary authority to address or escalate individual student or broader process issues
- Assignment of a point of contact who can assist students directly with internal institutional navigation related to enrollment, registration or financial aid that may not be possible or appropriate for InsideTrack Coaches
- Agreement to prioritize and complete the degree mining process on time, with consultative support from California Reconnect Representatives (IHEP) as needed
- Assignment of a point of contact responsible for data integration and agreement to complete data integration with InsideTrack and generate a successful sample file no fewer than 10 weeks prior to the launch of outreach
- Agreement to collaborate with California Reconnect representatives, including staff from IHEP and InsideTrack, on implementing or improving returning student processes and procedures. This may include, but will not be limited to:
  - Providing reasonable relief for unpaid institutional fees or debt
  - Advancing efforts for the assessment of prior learning
  - Providing a single point of contact for returning learners
  - Implementing or expanding childcare options
- Support for InsideTrack's discovery and program implementation processes, including providing InsideTrack with talking points related to the positive virtues of returning to the specific institution (new programs, new support, etc.)
- Agreement to share or allow initiative partners to share reports, data and information relevant to research and evaluation efforts

Want to learn more about the institutional requirements for participation in California Reconnect?  
Please reach out for more details:

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