

# CALWORKS

The California Work Opportunities & Responsibility to Kids (CalWORKs) Program is a state-mandated program that provides educational and training assistance to student-parents who are receiving the Adult portion of TANF Benefits. The Program supports Student-Parents in achieving long-term success through the attainment of higher education, which, in turn, promotes self-sufficiency and personal growth. At Oxnard College, the objective of the CalWORKs Program is to equip the CalWORKs student with special supportive services including Course Recommendation, Academic Counseling, Childcare, Work-Study, and insuring compliance with the Human Services Agency's Welfare-to-Work Program regulations.

The CalWORKs program is the "home base" for Student-Parents who are receiving CalWORKs support from the County of Ventura, Human Services Agency.

## Oxnard College CalWORKs Mission Statement

The focus of the Oxnard College CalWORKs Program is to empower student-parents within a supportive community united in bridging the gap from adversity to self-sufficiency through higher education and personal success.

The CalWORKs program at Oxnard College offers the following support services:

- Academic, career, and personal counseling
- Completion of HSA County required documentation
- Educational Plans/Course Recommendation
- Paid on-campus Work-Study/internships (based on funding availability)
- Informative/Holistic Workshop
- Priority Registration
- Referrals to other on and off campus services/programs
- Assistance with completion and fulfillment of Ventura County, Human Services Agency documents and requirements
- Advocacy with the Department of Social Services
- Assistance with the Enrollment Process
- Tutoring, Computer Lab, Printing, School Supplies (based on availability)
- Fall/Spring Orientation
- Retention for Students on Academic Probation
- Collaboration with other institutional agents such as, Academic, Student Services and County of Ventura

\*Some services may be limited or paused due to CDC COVID-19 regulations.

## Program Eligibility

In order for a student-parent to be eligible for the CalWORKs Program, he or she MUST:

- Be enrolled at VCCCD with semester units at Oxnard College
- Be receiving the Adult Portion of TANF Benefits, also known as Cash Aid

- Have a Ventura County CalWORKs Community College Referral Form and/or a Ventura County Notice of Action

## Units of Credit

Our district, consistent with other districts across the state, adheres to the Carnegie Unit model for time spent in class and for time a student is expected to spend out of class in order to conduct required reading and homework.

- For every lecture hour that a student spends in class each week, the Carnegie Unit model calls for a student to spend two hours outside of class reviewing the material from lecture, reviewing notes, reading, and/or completing required homework.
- In courses that are "hands-on" and include lab time incorporated into the instruction, such as a word processing course or automotive repair course, there is very little homework involved. Because of the "hands on" nature of this type of instruction, the required weekly hours for such a course or program are typically on-site at the colleges. The scheduled hours are posted within the printed college schedule for the given semester. In addition, every course and program offered by the three colleges is described in each of the respective college catalogs. The course and program descriptions clearly specify whether a course/program is straight lecture or lab based.
- In cases where a CalWORKs participant has learning or physical disabilities, extra time may be needed in order to accommodate the special student success needs of such students. College counselors and/or Educational Assistance Center (EAC) personnel at each of the colleges will advise and/or assist County case workers with estimation of weekly schedules for any student with special needs.

The following Carnegie table serves to illustrate the various configurations and weekly schedules that a student, depending on the unit load, may be required to follow in order to succeed with their course of study.

## VCCCD Based on Carnegie Unit Model

Total weekly number of hours based on number of lecture units being pursued by a student.

Academic Units for In-Class Lecture Time	Two-to-One Ratio of Hours for Outside Class Study Time, i.e. Reading Time, Homework	Total Number of Weekly Hours that a CalWORKs Student Will be Actively Dedicated to Educational Program
1 Unit	2	3
2 Units	4	6
3 Units	6	9
4 Units	8	12
5 Units	10	15
6 Units	12	18
7 Units	14	21
8 Units	16	24
9 Units	18	27
10 Units	20	30
11 Units	22	33
12 Units	24	36

13 Units	26	39
14 Units	28	42
15 Units	30	45
<b>In-Class Lab Formula</b>	(i.e. "Hands-on Training" Programs)	
20 Lab-based Instructional hours	20 All work typically performed by student in-class, lab, shop, unless required otherwise by instructor or program	20 Weekly hours

**Note:** The weekly hourly schedule described above does not include any time that a CalWORKs participant may be required to conduct extra-curricular activities (i.e. field trips), student services orientations outside of class, counseling sessions, tutoring sessions, or travel time to and from campus, etc. Credit for acceptable activities will have to be determined as such by County personnel who, ideally, will discuss any related concerns with appropriate college staff.

There are some training programs, such as Air Conditioning & Refrigeration at Oxnard College that utilize both the straight lecture formula and the lab-based formula to deliver their instruction to students.