

Academic Status and Satisfactory Academic Progress Policy

At the end of each semester, each student's academic progress is reviewed to optimize that student's chances for success. The college identifies students to be either in good standing or at academic risk depending upon each individual student's grade point average (GPA) and satisfactory academic progress rate.

Student status is defined as follows:

Academic Good Standing: A student is in good standing if he or she maintains a 2.000 or higher cumulative and semester average and has successfully completed at least 66% of the credits he or she has attempted.

Academic Warning: A student in good standing whose semester or cumulative average falls below 2.000, or who fails to successfully complete at least 66% of the credits attempted either cumulatively or in that semester, receives a notice of Academic Warning. Students placed on Academic Warning are urged to meet with their faculty advisor to discuss their academic problems and to plan a course of corrective action. They are encouraged to meet with a member of the staff in the Academic Advising Office to obtain particular assistance in making use of the College's many academic support services. These services include, but are not limited to, tutorial support, supplementary instruction, and instructional labs in Accounting, Mathematics, Writing, Reading and Study Skills Workshops. Students on Academic Warning remain eligible for financial aid.

Academic Probation: Any student who was on Academic Warning for a semester and whose cumulative average after that semester does not meet the required minimum of 2.000 or who fails to successfully complete at least 66% of cumulative credits attempted is placed on probation. A letter is sent informing the student of his or her probationary status. Students on academic probation may not enroll for more than 13 credit hours and are required to meet with their faculty advisor. While on academic probation, a student shall not be eligible to hold office in any recognized student organization, to represent the college in any sense, or to participate on any intercollegiate athletic team. The student is required to participate in academic support activities as prescribed by the Academic Advising Office. Prescribed activities may include, but are not limited to, study skills workshops, tutorial support, and exploration of educational goals.

Students who are on Probation whose *cumulative* GPA does not meet the 2.000 minimum, but whose *semester* GPA is 2.000 or better shall remain on Probation. Likewise, students who are on Probation whose progress has not met the standard of successful completion of 66% of overall credits attempted but who successfully complete at least 66% of the credits attempted in that semester shall remain on Probation.

Students on Probation for one semester will remain eligible for financial aid. However, if a student is on Probation for a second consecutive semester, they will not be eligible for financial aid. Financial aid eligibility appeals should be addressed to the Director of Financial Aid, and will only be considered under exceptional circumstances. Appeals of financial aid eligibility will only be considered for one semester. Students who remain on Probation beyond two semesters will not be eligible for financial aid.

Students readmitted after an academic dismissal will be placed on Academic Probation (see Readmission After Academic Dismissal) and may not be eligible for financial aid. Students should contact the Financial Aid Office to discuss their specific situation.

Academic Probation will be noted on the student's transcript.

Academic Dismissal

Students on Academic Probation who fail to achieve a *semester* GPA of 2.000 in the semester in which they are on Probation or who fail to successfully complete 66% of the credits they have attempted in that semester will be dismissed from the college.

Academic Dismissal will be noted on the transcript. A letter is sent informing the student of his or her dismissal. Students who have been dismissed will be removed from any courses in which they are enrolled for future semesters.

Appeal of Academic Dismissal

All academically dismissed students have the right to appeal their dismissal to the Selective Retention Committee. Dismissed students are encouraged to make use of the appeals procedures if they believe their academic deficiencies are due to extenuating circumstances or computational errors in calculating their GPA or academic progress.

Letters of appeal supporting the student's case for readmission the following semester should be sent to the Selective Retention Committee, in care of the Registrar's Office, on or before the date specified in the student's dismissal letter. The Selective Retention Committee will convene before the beginning of the following semester to consider student appeals. The Committee will recommend for each appeal that:

1. The dismissal terms be upheld; or,
2. The student be readmitted the following semester on Academic Probation; or,
3. The student be reinstated if the dismissal was due to a non-debatable computational error in calculating the GPA or academic progress.

Students will be notified of the results of appeals in time to register for the following semester.

The Selective Retention Committee will provide information pertinent to the dismissed student's case for readmission to the Academic Advising Office for subsequent use in advising the student.

Any student readmitted through Selective Retention under option 2 must meet with a member of the Academic Advising staff to make arrangements to register. Readmitted students may not be eligible for financial aid. Students should contact the Financial Aid Office to discuss their specific situation.

Readmission

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Students dismissed from the College for academic deficiencies (failure to maintain the minimum GPA or to make satisfactory academic progress) may apply for readmission through the Office of Admissions (please note that students must wait for one semester before applying for readmission) or through an appeal to the Selective Retention Committee (see Selective Retention Procedures). After academic dismissal, students readmitted by the Admissions Office or by recommendation of the Selective Retention Committee, will be placed on Academic Probation and will be required to attain a semester grade point average of at least 2.000 and to successfully complete at least 66% of the credits attempted at the end of their first semester following readmission. Readmitted students are required to meet with a staff member of the Academic Advising Office to discuss their academic problems and to plan for a course of corrective action. The regulations for minimum cumulative grade point average and satisfactory academic progress will apply in all subsequent semesters (see Academic Dismissal).

Readmitted students on Academic Probation may not participate in the College's extracurricular activities (see Academic Probation).

Readmission after Academic Dismissal will be noted on the transcript.

Students who have been academically dismissed from the college twice may not appeal a subsequent academic dismissal (except on grounds of computational error), nor may they apply for readmission until 4 years have passed from the time of the most recent academic dismissal. Such students must meet with a staff member in the Academic Advising Office if they wish to take courses through Continuing Education as a non-matriculated student.