



ADMINISTRATIVE PROCEDURE

TITLE: Academic Probation

ADMINISTRATIVE PROCEDURE # 4250

RELATED TO POLICY # 4250 PROBATION AND SUSPENSION

Academic Probation is a warning status that students are not making satisfactory academic progress.

A. Criteria

1. Students whose cumulative Grade Point Average (GPA) falls below a 2.00 for any given term will be placed on academic probation.
2. Students whose term GPA is above a 2.00 but whose cumulative GPA remains below 2.00 will continue to be on academic probation.
3. Students who have attempted 36 or more credits, have a term GPA greater than 2.0 and a cumulative GPA greater than 1.75 will be placed on academic probation.
4. After two consecutive terms of probation, students will be placed on Academic Suspension (See AP 4255).
5. Students with a cumulative GPA over 2.0 are removed from academic probation.

B. Notification

1. Students placed on Academic Probation will be notified in writing by the Registrar within one week of the date grades are released.

C. Financial Aid Requirements

1. Students receiving financial and/or veteran aid through the college will be required to meet the Satisfactory Academic Progress Requirements outlined in the financial aid and/or veteran literature.

D. Appeals

1. Students who feel an error has occurred in their academic record will have 90 calendar days from date of letter or postmark on envelope, whichever is latest, to file an appeal with the Registrar.

RESPONSIBILITY:

The Chief Student Success Officer is responsible for implementing and updating this procedure.

NEXT REVIEW DATE: 2030-2031

DATE OF ADOPTION: 1/25/2022 by CC

DATE(S) OF REVISION: 3/11/2024 by CC

DATE(S) OF PRIOR REVIEW: