

Book Sonoma County Junior College District Board Policy Manual
Section Section 8: Student Services
Title Probation, Dismissal, ~~and~~ Readmission, and Renewal
Number 8.2.6P
Status Active
Last Revised January 10, 2012
Last Reviewed January 10, 2012

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PROBATION, DISMISSAL, ~~AND~~ READMISSION, and RENEWAL
BOARD REVIEW: MAY 10, 1994
REVISED: NOVEMBER 14, 1995
REVIEWED: NOVEMBER 14, 2000

REVISED:

REVIEWED/NO CHANGE: JANUARY 10, 2012

TITLE 5: 55030-55034, 55046

Academic Standards for Probation, Dismissal, and Readmission

Academic Probation

~~A student who has attempted at least 12 semester units as shown by the official academic record shall be placed on academic probation if the student has earned a cumulative GPA between 1.00 and 1.99 in all units which were graded (CR/NC and P/NP grades are not counted).~~

Progress Probation

~~A student who has enrolled in a total of at least 12 semester units as shown by the official academic record shall be placed on progress probation when the percentage of all units in which a student has enrolled and for which entries of "W", "I", "NC" and "N/P" are recorded reaches or exceeds fifty percent (50%).~~

Removal from Probation

~~A student on academic probation for a grade point deficiency shall be removed from probation when the student's cumulative GPA is 2.00 or higher. A student on progress probation because of an excess of units for which entries of "W", "I", "NC" and N/P are recorded shall be removed from probation when the~~

percentage of units in this category drops below fifty percent (50%) of all units in which a student has enrolled.

~~Standards for Dismissal~~

~~For purposes of this section, semesters shall be considered consecutive on the basis of the student's enrollment pattern rather than the calendar pattern. For example, the semesters of a student enrolled Fall, not Spring, but again Fall are considered to be consecutive.~~

~~A student who earns a GPA of less than 1.00 for nine (9) or more units attempted during any given semester is subject to dismissal.~~

~~A student who is on academic probation shall be subject to dismissal if the student earned a cumulative GPA of 1.99 or below in all units attempted in each of three consecutive semesters, which were graded on the basis of the grading scale.~~

~~A student who has been placed on progress probation shall be subject to dismissal if the percentage of units in which the student has been enrolled for which entries of "W", "I", "NP" and "NC" are recorded in at least three consecutive semesters reaches or exceeds fifty percent (50%).~~

~~Qualification for Readmission following Academic/Progress Dismissal~~

~~A dismissed student may be readmitted on Probation 1 after fulfilling one of the following conditions:~~

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~~A. Successful completion ("CR", "P", or grade of "C" or better) of Counseling 56 "Take Charge of Your Learning", OR~~

~~B. An absence of one or more semesters (Fall or Spring only), OR Successful completion of at least one three unit course (letter grade only) with a 2.00 ("C") or better GPA in summer session, OR~~

~~C. Successful completion of at least one three unit course (letter grade only) with a 2.00 ("C") or better GPA in summer session at another accredited college. Students will be responsible for providing an official transcript to Santa Rosa Junior College's Admissions & Records Office.~~

~~———— D. The readmitted student is then subject to the normal probation/dismissal standards.~~

~~Exceptions to Dismissal~~

~~Readmission is possible by petition: Students who do not meet one of the Qualifications for Readmission following Academic/Progress Dismissal conditions may petition to the Admissions, Records & Enrollment Development Office. The criteria for approval of the petition is:~~

~~A. Verifiable special and serious circumstances, such as health, personal or military obligations, or~~

~~B. Establishing an approved semester plan with a College counselor.~~

~~Note: Dismissal status shall be recorded on the student academic record at the conclusion of each term. However, only dismissal status at the conclusion of the spring term shall result in enrollment restriction.~~

The student readmitted by petition will continue on dismissal status for their readmitted semester of enrollment.

Progress Renewal Procedure

The alleviation of previously recorded "No Credits", "No Passes", and "Withdrawals" ("NC", "N/P", "W") completed at Santa Rosa Junior College will be considered upon submission of the Request for Record Adjustment Based on Progress Renewal Policy form by the student to the Admissions, Records and Enrollment Development Office. Upon approval by the Director, Academic Records & International Admissions, the academic record of the student will be so annotated with appropriate adjustments to the student's progress status. All previously recorded work, however, will remain legible, ensuring a true and complete academic history. Twenty-four units is the maximum amount of course work to be adjusted.

This procedure is applicable in either of the following cases:

A. The student:

1. has not received any "Withdrawals", "Incompletes", "No Credits" or "No Passes" in two consecutive semesters following the receipt of "Withdrawals", "Incompletes", "No Credits" or "No Passes" and
2. has completed a minimum of 4 semester units and
3. has a cumulative GPA of 2.0 or better or

B. The passage of four years since the "No Credits", "No Passes" and/or "Withdrawals" were recorded (at the end of the semester).

Standards for Probation 1 and Probation 2

1. Academic Probation

A student who has attempted at least 12 semester units as shown by the official academic record shall be placed on Academic Probation 1 if the student has earned a cumulative GPA below 1.99 in all units which were graded (CR/NC and P/NP grades are not counted).

2. Progress Probation

A student who has enrolled in a total of at least 12 semester units as shown by the official academic record shall be placed on Progress Probation 1 when the percentage of all units in which a student has enrolled and for which entries of "W," "I," "NC," and "NP" are recorded reaches or exceeds fifty percent (50%).

3. Students placed on Probation 1 and unable to improve their status after one semester will be moved to Probation 2.

Removal from Probation

A student on Academic Probation shall be removed from probation when the student's cumulative GPA is 2.00 or higher. A student on Progress Probation shall be removed from probation when the percentage of units for which entries of "W," "I," "NC," and "NP" are recorded drops below fifty percent (50%) of all units in which a student has enrolled.

Standards for Dismissal

1. A student on Academic Probation 2 shall be subject to dismissal if the student earns a cumulative GPA of 1.99 or below in all units attempted.
2. A student placed on Progress Probation 2 shall be subject to dismissal if the percentage of units in which the student has been enrolled for which entries of "W," "I," "NP," and "NC" are recorded exceeds fifty percent (50%).

Qualification for Readmission following Academic/Progress Dismissal

A dismissed student may be readmitted and returned to Probation 2 status after fulfilling one of the following conditions:

1. Completion of all three of the following:
 - a. The appropriate workshop identified by the Counseling Department; and
 - b. The Petition for Waiver of College Regulations form, signed by a Counselor and submitted by the stated deadline; and
 - c. A Student Education Plan (SEP)
2. An absence of one or more semesters

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Satisfactory Progress after Dismissal

Following dismissal and readmission, students who maintain satisfactory academic progress by earning a semester GPA of 2.0 or greater each semester, shall remain on Academic Probation 2 until achieving a cumulative GPA of 2.0 or better.

Following dismissal and readmission, students who maintain satisfactory progress by completing more than 50% of their units each semester, shall remain on Progress Probation 2 until the overall cumulative level of completion reaches 51% or above.

Process

At the end of each semester, the Counseling Department will request from the Information Technology Department a list of students who have automatically qualified for Probation 1, Probation 2, or Dismissal status. The Counseling Department will notify these students, along with outlining the rationale behind their status and advising them on their next steps. The students listed must meet with a counselor if they want to enroll in more than 8.5 units the following semester.

Dismissal status shall be recorded on the student academic record at the conclusion of each term. However, only dismissal status at the conclusion of the spring term shall result in enrollment restriction.

Academic Renewal

Students may file with the Office of Admissions, Records & Enrollment Development an Academic Renewal Form in order to have substandard Santa Rosa Junior College grades of "D" or "F" excluded from grade point average calculations. The maximum amount that may be adjusted is a total of 24 units.

Upon approval, the student's permanent academic record will be adjusted to indicate that the original grades will not be reflected in the grade point average. The courses will remain on the permanent record to provide a true and complete academic history.

Academic Renewal will be determined by one of the following criteria:

1. Completion of 24 units at C (2.0 grade point average) level or above in all course work completed at any accredited institution after the semester(s) of substandard work.
2. The passage of 4 (four) years since the substandard work was recorded.
3. Demonstration that previously recorded work is not reflective of present ability. Such evidence might include, but is not limited to, documented proof of experience, awards, degrees, and honors or extenuating circumstances that contributed to the substandard grades.

Progress Renewal

Students may file with the Office of Admissions, Records & Enrollment Development a Progress Renewal Form in order to have previously recorded "W," "I," "NP," and "NC" marks completed at Santa Rosa Junior College excluded from the calculation of Progress Probation and Dismissal. The maximum amount that may be adjusted is a total of 24 units.

Upon approval, the student's permanent academic record will be adjusted to indicate that the "W," "I," "NP," or "NC" will not be used to calculate progress. The courses will remain on the permanent record to provide a true and complete academic history.

Approval will be granted upon fulfillment of one of the following requirements:

1. The student:

- a. Receives no "W," "I," "NP," and "NC" in two consecutive semesters following the receipt of "W," "I," "NP," and "NC";
- b. Completes a minimum of 4 semester units; and
- c. Earns a cumulative GPA of 2.0 or better.

OR

2. The passage of four years since the "No Credits", "No Passes" and/or "Withdrawals" were recorded.