## **Procedure Manual**



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A student who fails to maintain satisfactory academic progress will be placed on one of the following escalating levels of academic intervention based on the student's term, degree, and cumulative grade point average:

### **ACADEMIC WARNING**

Any student who does not achieve a cumulative degree GPA or cumulative overall GPA of 2.0 or higher in a term will be placed on academic warning following final grades processing each term. Students on academic warning will be notified. It is strongly recommended that the student meets with an academic advisor prior to registering for the next term.

A student will be removed from academic warning when he/she earns both degree and cumulative GPAs of at least a 2.0. A student who fails to achieve a term GPA of 2.0 or higher for two successive terms of enrollment will be placed on academic probation, which is the next level of academic intervention.

#### ACADEMIC PROBATION

A student on academic warning who fails to achieve a term GPA of 2.0 or higher for two successive terms will be placed on academic probation. Students on academic probation will be notified following final grades processing each term. Students on academic probation will be required to meet with an academic advisor prior to registering for the next term.

The status of students who demonstrate forward progress by earning two successive term GPAs of at least a 2.0 will be changed from probation status to warning status. A student on academic probation who fails to achieve a term GPA of 2.0 or higher for two successive terms will be placed on academic suspension, which is the next level of academic intervention.

# **ACADEMIC SUSPENSION**

Once placed on academic probation, if a student subsequently fails to achieve a term GPA of 2.0 or higher for two successive terms of enrollment, the student will be placed on academic suspension for a minimum of one year. Students on academic suspension will be notified following final grades processing each term. Academic suspension is the highest level of escalation for failure to make satisfactory academic progress.

During the suspension period, the student may register for continuing education courses only. After the student has satisfied the suspension requirement, their status will revert to academic probation, and the student must meet with their academic advisor to make course selection(s).

### **DEFINITIONS**

Cumulative Grade Point Average – A calculation of all grades, associated quality points, and attempted credit hours, as defined by policies, for all terms of enrollment for all post-secondary institutions attended.

**Successive Terms** – Terms that immediately follow each other; i.e., Fall to Spring, Spring to Summer, or Summer to Fall terms.

Recommending Officer's Signature:	Date:	President's Signature:/// Da	te:
Jeffrey Nasse, Ph.D.	7/20/2020	Jan 7/20/20	20
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**Term Grade Point Average** – A calculation of grades, associated quality points, and attempted credit hours, as defined by policies, for the current term of enrollment.

<b>Recommending Officer's Signature:</b>	Date:	President's Signature:///	Date:
Jeffrey Nasse, Ph.D.	7/20/2020	Jann	7/20/2020
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