



**NORTHERN
PENNSYLVANIA
REGIONAL COLLEGE**

Policy: NPRC-3220: Standards of Academic
Progress for Students

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Subject: Standards of Academic Progress for Students

1. PURPOSE

The purpose of this policy is to establish minimum standards for satisfactory academic progress for the students of Northern Pennsylvania Regional College.

2. SCOPE AND APPLICABILITY

All students of Northern Pennsylvania Regional College, regardless of the term of first enrollment, are subject to the conditions set forth in this policy.

3. REFERENCES

INDX-0010 Master Policy Index

4. DEFINITIONS

4.1 Grade Point Average (GPA) is an indication of a student's academic achievement and is calculated as the total number of quality points received over a given period divided by the total number of credits awarded.

4.2 Quality points are the cumulative points used to calculate GPA. Quality points are assigned as follows: Four points for each credit of A; three points for each credit of B; two points for each credit of C; one point for each credit of D; and zero points for each credit of F. Quality points are not assigned to any other grade designations.

4.3 An academic year is defined by the period beginning with the fall term of one calendar year and ending with the spring and summer terms of the following calendar year. Specific dates for each term are established by the academic calendar.

4.4 The Academic Calendar is the system by which Northern Pennsylvania Regional College defines the landmark dates that drive the day-to-day business of the college and establishes significant enrollment and academic progress reporting dates.

4.5 Credit hours attempted include all credit hours for which a student is registered as of or

after the official census enrollment date for the term during any academic term.

5. POLICY

5.1 Students are encouraged to maintain continuous enrollment. To maintain the pace necessary for completing an associate degree within two years of the start of enrollment, students are encouraged to complete 30-32 credit hours per academic year.

5.2 Students of Northern Pennsylvania Regional College must earn a cumulative grade point average of 2.00 or better for successful completion of a Certificate, an Associate of Arts, an Associate of Science, or an Associate of Applied Science. Failure to attain a minimum GPA of 2.00 during any term involving credit hours attempted may jeopardize a student's progress toward meeting these degree requirements.

5.3 Students are considered as having made satisfactory academic progress and are in good standing provided the following standards are met:

5.3.1 For satisfactory academic progress in meeting degree-completion pacing requirements, students must earn a grade of A, B, C, or D in at least 67% of all credit hours attempted

5.3.2 For satisfactory academic progress in meeting degree-completion GPA requirements, students must meet the following conditions:

5.3.2.1 Maintain a minimum cumulative GPA of 2.0 in all credit hours attempted

5.3.2.2 Earn a minimum GPA of 2.0 in their current term of enrollment

5.4 Students who are considered as having made satisfactory academic progress and are in good standing are eligible to enroll in a maximum of 18 credit hours without special permission.

5.5 Students who do not meet the standards required for satisfactory academic progress and good standing during an academic term shall be placed on academic warning and are permitted to enroll in a maximum of 12 credit hours in the subsequent term without special permission.

5.6 Students who have been placed on academic warning and do not meet the standards required for satisfactory academic progress and good standing during their next academic term of enrollment shall continue to be placed on academic warning if they meet the standards outlined in 5.3.1 and 5.3.2.2 but do not meet the standard outlined in 5.3.2.1.

5.7 Students who have been placed on academic warning and do not meet the standards

required for satisfactory academic progress and good standing during their next academic term of enrollment shall be placed on academic probation if they do not meet the standards outlined in 5.3.1 or 5.3.2.2.

5.8 A student on academic probation shall be permitted to enroll in no more than nine credit hours during subsequent semester(s) of enrollment without special permission until the student meets the standards required for satisfactory academic progress and good standing outlined in 5.3 or the standards required for placement on academic warning outlined in 5.5.

5.9 Students who remain on academic probation for two consecutive terms of enrollment shall be placed on academic suspension and shall not be eligible for enrollment in the subsequent academic term. Prior to reinstatement of eligibility for enrollment, the student placed on academic suspension shall be required to meet with the Vice President for Academic and Student Affairs or designee. Reinstatement of eligibility may occur after academic suspension at the discretion of the Vice President for Academic and Student Affairs, and restrictions shall be placed upon the maximum number of credit hours of enrollment permitted.

5.10 The Dean of Curriculum and Instruction is responsible for approval of requests for special permission to exceed the maximum credit hours of enrollment permitted.

6. RESPONSIBILITIES AND TIMELINES

6.1 The student is responsible for monitoring his or her own academic record and performance. Failure to receive notification of academic standing or eligibility status does not nullify the terms of this policy.

6.2 Students are expected to communicate with their Student Success Specialist and faculty regularly and to utilize student support services as recommended and available to maximize their potential for academic success and to remain in good standing. Available services include, but are not limited to, tutoring, academic advising, financial aid counseling, and assistance in identifying community support resources.

6.3 The student is responsible for communicating with appropriate college financial aid personnel, veteran's benefits personnel, or other applicable college personnel regarding the impact the student's academic standing may have upon progress toward degree, financial obligations to the institution, or other consequences of the student's academic standing status.

6.4 A student placed on academic suspension who seeks reinstatement of eligibility for enrollment at the end of the suspension is responsible for submitting a written request for

consideration of reinstatement to the Vice President for Academic and Student Affairs no later than 20 working days prior to the last date for enrollment in the academic term for which the student wishes to enroll.

- 6.5 The Registrar or designee shall be responsible for reviewing student records after each academic term and determining the academic standing and eligibility status for enrollment in subsequent terms.
- 6.6 The Registrar or designee shall be responsible for notifying the student in writing of any change in academic standing at least five working days prior to the start of the next academic term.
- 6.7 The Registrar or designee shall be responsible for providing the Vice President for Academic and Student Affairs, Financial Aid Office, Director of Enrollment and Student Success, and other college personnel, as appropriate, with a list of students who have been placed on academic warning, academic probation, or academic suspension at least five working days prior to the start of the next academic term.
- 6.8 The Director of Enrollment and Student Success shall be responsible for reviewing the list of students placed on academic warning, academic probation, or academic suspension and ensuring that students are provided with information from appropriate personnel about accessing support services available to assist the student in improving their academic performance.
- 6.9 The Director of Enrollment and Student Success or designee shall be responsible for submitting a report to the Vice President for Academic and Student Affairs summarizing the intercession efforts and results of those efforts made regarding students who have been placed on academic warning, academic probation, or academic suspension. This report shall be submitted by the last date for withdrawal for the academic term for which the list of students placed on academic warning, academic probation, or academic suspension is applicable.
- 6.10 The Vice President for Academic and Student Affairs or designee shall be responsible for meeting with a student placed on academic suspension within 15 working days of a requested conference for consideration of reinstatement.

7. REVIEW STATEMENT

This policy shall be reviewed on a regular basis at least once every five years per the Policy Review Schedule established by the President or his designee. A review of the policy may be requested prior to the timeframe outlined by the policy review schedule by any student, faculty, staff, administrator, or board member. Such a request must be submitted in writing

