



Policy: NPRC-3220: Standards of Academic Progress for Students
Origination: 3-29-2018
Approved: 08-30-2018
Effective: 08-30-2018
Reviewed: 12.11.2020
Last Updated: 12.11.2020

Subject: Standards of Academic Progress for Students

1. PURPOSE

The purpose of this policy is to establish standards for evaluating student satisfactory academic progress.

2. SCOPE AND APPLICABILITY

All students are subject to the conditions set forth in this policy.

3. REFERENCES - None

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 divided by the total number of credits awarded.

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

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

4.4 The Academic Calendar 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 in all semesters that a student is registered on the official census enrollment date.

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 must earn a cumulative grade point average of 2.00 or better to successfully complete a Certificate, or Associate Degree. Student academic standing may impact progress toward degree, financial obligations to the institution, or other consequences of the student's academic standing status.
- 5.3 Academic Progress: Students are considered as having made satisfactory academic progress and are in good standing provided the following standards are met:
- 5.3.1 Maintain a minimum cumulative GPA of 2.0 in all credit hours attempted
 - 5.3.2 No more than 33% of credit hours attempted can have F or W grades.
- 5.4 Matriculated students who have made satisfactory academic progress and are in good standing may enroll in a maximum of 18 credit hours without special permission.
- 5.5 Academic progress will be evaluated at the end of every semester, including summer. Students whose academic progress is unsatisfactory will be notified by the Registrar via USPS mail and their college email at least five working days prior to the start of the next semester.
- 5.6 Academic Warning: Students whose semester GPA is less than 2.0 will be given an academic warning and are permitted to enroll in a maximum of 12 credit hours in the subsequent semester without special permission. If the next semester's GPA is below 2.0, they will remain on academic warning if their overall GPA remains at 2.0 or greater.
- 5.7 Academic Probation: Students will be placed on academic probation if their overall GPA falls below a 2.0. Students on academic probation are permitted to enroll in no more than 12 credit hours during subsequent semester(s) without special permission and must meet with their SSS to create a plan for success.
- 5.8 When the student's overall GPA is 2.0 or greater, probation will be revoked, and they will be returned to good academic standing.
- 5.9 Academic Suspension: Students on academic probation for two consecutive semesters shall be placed on academic suspension and are ineligible for enrollment in the subsequent semester. Prior to reinstatement of enrollment, students must meet with the Dean of Curriculum and Instruction or designee to discuss plans for successful return.

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 Students who seek reinstatement of eligibility for enrollment at the end of the suspension must submit 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 semester for which the student wishes to enroll. That meeting will occur no later than 15 working days prior to the start of the semester.

5.11 The Dean of Curriculum and Instruction approves requests to exceed the maximum credit hours of enrollment.

6. RESPONSIBILITIES AND TIMELINES

6.1 Students are responsible for monitoring their 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 Students are responsible for discussing the impact of a change in academic standing with appropriate college personnel.

6.4 The Registrar or designee will review student records after each academic term and determine the academic standing and eligibility status for enrollment in subsequent semesters. They will provide the Vice President for Academic and Student Affairs, Financial Aid Office, Dean of Curriculum and Instruction, Director of Enrollment and Student Success, and other appropriate college personnel, 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 semester.

6.5 The Director of Enrollment and Student Success shall review the list of students placed on academic warning, academic probation, or academic suspension and ensure that students are provided with information about support services available to assist the student in improving their academic performance.

6.6 The Director of Enrollment and Student Success or designee shall submit a report to the Vice President for Academic and Student Affairs summarizing all interventions and results

of those efforts to support students who have been placed on academic warning, academic probation, or academic suspension. This report shall be submitted by the end of the semester for which the list of students placed on academic warning, academic probation, or academic suspension is applicable.

7. REVIEW STATEMENT

This policy shall be reviewed on a regular basis in accordance with College’s policy regarding policy review and amendment.

8. SIGNATURES

<i>Signature on file</i>	<i>12.11.2020</i>
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Chair, Board of Trustees	Date

<i>Signature on file</i>	<i>12.11.2020</i>
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President	Date

Attachments: None

Distribution: Board of Trustees; regionalcollegepa.org

Revision Notes: Policy in Origination