

# **AP 4250      Probation, Dismissal, and Readmission**

Reference:            ***Education Code Section 70902(b)(3); and  
Title 5 Sections 55030 through 55034***

Date Issued:        December 10, 2008      Updated: September 10, 2019

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In compliance with Education Code and Title 5 Regulations, the Grossmont-Cuyamaca Community College District (District) Chancellor shall establish administrative procedures regarding probation, dismissal and readmission of District students. These procedures will be developed in collegial consultation with the District's Academic Senates; and are intended to address District students whose grade point average (GPA) has fallen below 2.0 in courses receiving letter grades. The Chancellor shall ensure that these procedures include, but may not be limited to the following elements:

Grades earned at other schools prior to admission to District colleges shall not be considered in determining probationary status.

## **Probation**

### **1. Academic Probation**

Any student who has attempted a minimum of 12 semester units at the District and whose cumulative District-wide GPA falls below 2.0 in courses receiving letter grades for work attempted within the District shall be placed on academic probation.

### **2. Lack-of-Progress Probation**

Any student who has enrolled in a cumulative total of at least 12 semester units in the District shall be placed on lack of progress probation when the student's cumulative units indicate 50 percent or more units of "W," "I," "NC," and "NP."

### **3. Removal from Probation**

- a. Any student placed on academic probation shall be removed from probation when the cumulative District-wide GPA has improved to 2.0 or higher.
- b. Any student placed on lack-of-progress probation shall be removed from probation when the cumulative District-wide units of "W," "I," "NC," and "NP" are less than 50 percent of the total units attempted.

## **Notification of Probation**

Each District student is entitled to be notified of his/her academic difficulty and the availability of college support services to respond to the academic difficulty before the student is dismissed. Notification will consist, at a minimum, of the following: At the end of the semester in which the student's GPA falls below 2.0 in all units attempted, a notice that the student is on probation shall be sent to the student informing him/her that he/she is on academic probation. "All units attempted" is defined as all units of credit for which the

student is enrolled in at the community college that they attend. The notification of probation will cover, at a minimum, the significance of being on probation and a description of the services available to them.

For purposes of this section, semesters shall be considered consecutive on the basis of the student's enrollment, so long as the break in the student's enrollment does not exceed one full primary term.

## **Dismissal**

### **1. Academic Dismissal**

Any student on academic probation whose semester GPA falls below 2.0 shall be dismissed. Any student on academic probation whose semester GPA equals or exceeds 2.0, but whose cumulative GPA for all units attempted remains below 2.0 shall be continued on probation. At the end of the second consecutive primary term in which the student earned a cumulative GPA of less than 2.0, a notice that the student is subject to dismissal will be sent.

### **2. Lack-of-Progress Dismissal**

Any student who is on lack-of-progress probation and whose semester work indicates 50 percent or more units of "W," "I," "NC," and "NP" will be dismissed. Any student on lack-of-progress probation whose semester work indicates fewer than 50 percent units of "W," "I," "NC," and "NP," but whose cumulative records show 50 percent or more units of "W," "I," "NC," and "NP" will be continued on lack-of-progress probation.

A notice that the student is dismissed will be sent to the student. The notification of dismissal will cover, at a minimum, the significance of being dismissed and a description of the services available to them. Any student dismissed from a college within the District may not attend any college within the District during the next two consecutive primary terms. The student may, however, attend the Summer session.

## **Readmission**

Any student dismissed may petition for readmission. The Petition may be initiated at the college in which the dismissal occurred. However, if the student was concurrently enrolled, the petition may be initiated at either college. A student who has not attended for two consecutive primary terms after dismissal is eligible to reapply and be readmitted without petition.

## **Appeal of Dismissal**

The student has the right to appeal a dismissal action if the student feels that facts exist that warrants an exception to the dismissal action. The student must file the written petition of appeal to the Admissions and Records Office. Petitions will be reviewed by the Petitions Committee.

The decision of the Petitions Committee will be communicated to the student in writing by the Admissions and Records Office. The student may appeal the decision of the Petitions Committee in writing.

If the dismissal appeal is granted, the student will be continued on probation for an additional semester. At the end of the additional semester, the student's academic record

will be evaluated to determine whether the student may be removed from probation, should be dismissed, or should be continued on probation.

### **Fall Dismissal**

Special circumstances exist for dismissals after the Fall semester due to the fact that students traditionally enroll before Fall grades are available. Subject to dismissal letters will be sent no later than late January informing students that:

- If they are enrolled in the Spring semester, their Spring registration will be revoked.
- If they are not enrolled in the Spring semester, they have the right to appeal dismissal in accordance with the appeal process.