

~~17410~~ BP 4250

Probation Dismissal and Readmission

Reference:

*Education Code Section 70902(b)(3);
Title 5 Sections 55030-55034*

Probation

Academic - A student shall be placed on academic probation if she or he has enrolled in at least a minimum of 12 semester units of work and has an institutional cumulative grade point average of less than a "C" (2.0)

Progress - A student shall be placed on progress probation if he or she has enrolled in a total of at least 12 semester units and the percentage of all Napa Valley College units in which the student has enrolled, for which entries of "W", "I", "NC" and "NP" were recorded reaches or exceeds 50%.

Dismissal

Academic Dismissal - A student who is on academic probation shall be subject to dismissal if the student has earned an institutional cumulative grade point average of less than 2.0 in all units attempted in each of three (3) consecutive semesters,

Progress Dismissal - A student who is on progress probation shall be subject to dismissal if the institutional cumulative percentage of units in which the student has enrolled for which entries of "W", "I", "NC" and "NP" are recorded in at least three (3) consecutive semesters reaches or exceeds 50%.

Readmission

Students returning after academic or progress dismissal must meet with a counselor and meet interventions determined in consultation with a counselor.

Student Right of Appeal

A student has the right to appeal placement on probation or dismissal in compliance with administrative regulations.

Procedures shall be outlined in Administrative Regulation 4250 for the implementation of this policy in accordance with Title 5, Sections 55030-55034.

Adopted 6/11/81

Revised 1/19/95

Updated 06/18/09 to reflect change in grading terminology from "CR/NC" to "P/NP," Fall, 2009
Revised,

Approved by the Academic Senate 4/23/13

Revised and renumbered 5/9/13

See accompanying Administrative Regulations - AR 4250

Note: The policy language above replaces existing Board Policy I7410, shown below. See also proposed Administrative Regulations – AR 4250. Additionally, the policy will be renumbered consistent with the revised scheme for all board policies. This policy was approved by the Academic Senate in accordance with Board Policy D1140 – Shared Governance on 11/13/12.

PROBATION/DISMISSAL POLICY (PREVIOUS VERSION)

I7410

I. Standards for Probation

- A. **Academic Probation.** A student who has attempted at least 12 semester units at Napa Valley College as shown by the official academic record shall be placed on academic probation if the student has earned a grade point average below 2.0 in all units completed at Napa Valley College.
- B. **Progress Probation.** A student who has enrolled in a total of at least 12 semester units at Napa Valley College 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," and "NP" are recorded reaches or exceeds fifty (50) percent.

II. Effects of Probation

- A. The word "probation" shall be placed on the student's grade card and on the student's official grade record.
- B. Probationary students are limited to a maximum program of 12 units per semester and 6 units during summer session, except by petition to their counselor. (For the purpose of determining probation or dismissal, any program of less than 12 units in a semester or 6 units in a summer session will be judged on the basis of each accumulated block of 12 or more units as it is completed.)
- C. Probationary students must secure counselor approval for any subsequent semester or summer session for which they enroll.

III. Removal from Probation

- A. **Academic Probation.** Any student who completes a program of 12 or more units with a semester or summer session grade point average of 2.0 or higher will be removed from probation.
- B. **Progress Probation.** A student on progress probation because of an excess of units for which entries of "W," "I," and "NP" are recorded shall be removed from probation when the percentage of units in this category drops below fifty (50) percent.

IV. Standards for Dismissal

- A. A student who is on academic probation shall be subject to dismissal if the student earned a cumulative grade point average of less than 1.75 in all units attempted at Napa Valley College in each of three consecutive semesters.
- B. 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 at Napa Valley College for which entries "W," "I," and "NP" are recorded in at least three consecutive semesters reaches or exceeds fifty (50) percent.

V. Effects of Dismissal

A student subject to dismissal as outlined in IV-A and IV-B is ineligible to enroll for the next semester or summer session, and shall be notified by the Dean for Student and Enrollment Services. Dismissed students must secure counselor approval prior to re-enrollment in the college and should enroll in only 12 units for a semester or 6 units for a summer session.

VI. Readmission

- A. A student is readmitted after one semester but remains on probation until the cumulative grade point average reaches 2.0 or higher.
- B. A readmitted student who fails to complete a program of 12 units or more with a grade point average better than 1.75 will again become subject to dismissal. (For the purpose of determining probation or dismissal, any program of less than 12 units in a semester or 6 units in a summer session will be judged on the basis of each accumulated block of 12 or more units as it is completed.)

VII. Notification of Probation and Dismissal

The district shall make every reasonable effort to notify a student of probation or dismissal at or near the beginning of the semester in which it will take effect, but in any case no later than the start of the fall semester. The district shall make every reasonable effort to notify a student of removal from probation or reinstatement after dismissal.

VIII. Right of Appeal

- A. Any student who is placed on probation or dismissed may appeal to the Academic Standing Committee for a final decision. The student's counselor may present the appeal if the student prefers this option.
- B. The procedure for appeal shall be as follows:
 - 1. Appeals shall be filed within ten (10) school days after the student is notified of placement on probation or dismissal.
 - 2. The student shall set forth the basis for appeal in writing. An informal narrative form is sufficient. The student shall state the address to which all replies shall be mailed.
 - 3. The Academic Standing Committee shall grant or deny the appeal within five (5) school days after receiving the appeal. The response shall be in writing and state the reason or reasons for the action taken.
 - 4. The student may at the time of the initial filing of appeal or at any time before receiving a response from the Academic Standing Committee request a hearing before the Academic Standing Committee to present new or additional evidence. The hearing shall be informal. The rules of evidence shall not apply; however, no decision may be based solely on hearsay. Either party may call witnesses.
 - 5. The decision of the Academic Standing Committee is final.