



AP 4250 ACADEMIC NOTICE AND/OR PROGRESS NOTICE

References:

Title 5 Sections 55031-55034

Notification of Academic Notice

A student's academic status is calculated and reviewed every semester based upon total units and grade point average. When students do not meet the minimum academic standards as set forth by the institution they will be placed on one of three academic statuses (*Notice, Pause or Exception*).

Notice

Academic Notice

Students shall be placed on academic notice if attempted a minimum of twelve (12) graded cumulative semester units and have earned a grade point average of less than 2.0 at the College. A student on Academic Notice shall be removed from Academic Notice when the student's accumulated grade point average is 2.0 or higher.

Progress Notice

A student shall be placed on Progress Notice when there is an excess of units for entries of "W," "I," "NP" and "NC" (as defined in section 55023 and 55030) when the percentage of units in this category is above fifty percent (50%). The student shall be removed from Progress Notice when the percentage of units in this category drops below fifty percent (50%).

Pause

Academic Pause

A student who is on Academic Notice shall be subject to Academic Pause if the student has earned a cumulative grade point average of less than 1.75 in all units attempted in each of three consecutive regular semesters (Fall and Spring only). For purposes of this section, semesters shall be considered consecutive on the basis of the student's enrollment, i.e., a Fall semester followed by a Fall semester shall be considered consecutive if the student was not enrolled for the intervening spring semester.

Progress Pause

A student who is on Progress Notice will be subject to Progress Pause when there is an excess of units for entries of "W," "I," "NP" and "NC" (as defined in section 55023 and



55030) when the percentage of units in this category is above fifty percent (50%) for three consecutive semesters.

Exception

Academic Pause Exception: When students complete a minimum of (3) units and earn a grade point average of 2.00 or higher in the current regular semester (Fall and Spring only), they will be readmitted for each additional semester in which they satisfy the exception criteria.

Progress Pause Exception: When students complete a minimum of (3) units and earn a recorded letter grade in the current regular semester, they will be readmitted for each additional semester in which they satisfy the exception criteria.

Students will be notified of their academic difficulty and the availability of college support services to respond to the academic difficulty before the students are dismissed. Notification of Academic or Progress Notice status will be sent to the student's college email account accessed through the student portal and the student will be notified of what Academic Notice will cover, at a minimum, an explanation of college Academic Notice and Required Academic Pause policies (see BP 4250 Academic Notice, Required Academic Pause, and Readmission), the significance of being on Academic Notice, and a description of the services available.

Academic Notice, Progress Notice, Required Academic Pause, Required Progress Pause, Readmission Data Reporting

The Superintendent/President shall provide the Board of Trustees an annual report of the number of students who were placed on Academic and Progress Notice, Required Academic and Progress Pause, and reinstated. This report should be disaggregated by race, age, gender, income, or any other characteristic identified by the Board. This report shall be provided by May of each year.

Date Approved: September 19, 2014

Legal Update #32: April 2018

Date Approved: November 14, 2018

Legal Update #38: April 2021

BPAP Reviewed: June 4, 2021

Date Approved: June 8, 2021

BPAP Reviewed: September 2023

S/P Approval: September 2023