

## **Rationale for Revision of AR 4342 Standards of Student Success – Probation and Disqualification:**

As part of the Student Success Initiative, the California Community College Board of Governors adopted a new policy for students receiving a fee waiver. Effective fall 2016, students will have to meet minimum academic and progress standards to remain eligible for the fee waiver under the new regulation. The policy also identifies who is exempt and it includes an appeal process. Some additional minor edits have been made for your review.

### **AR 4342 Standards of Student Success – Probation and Disqualification**

Santa Monica College (SMC) is committed to providing a broad range of academic courses, student services and programs to help students meet their goals. In order to achieve their goals, SMC students are expected to take responsibility for meeting the SMC Student Success Standards of “Academic Achievement” and “Timely Progress” as defined below:

#### **1. Standards of Student Success**

##### **a. -Academic Achievement:**

1. A student who has attempted at least 12 semester units of graded coursework and earned a cumulative total SMC GPA of 2.0 or higher meets the standards of academic achievement. The cumulative total SMC GPA includes grades from all SMC courses, but does not include grades received at other colleges or universities.

##### **b. -Timely Progress:**

1. A student who has enrolled in at least 12 and not more than 30 semester recorded units and receives less than 50% total of “W,” “I,” “NC” or “NP” notations has met the standards of timely progress or;
2. A student who has enrolled in 31 or more recorded units and receives less than 40% total of “W,” “I,” “NC,” or “NP” notations has met the standards of timely progress.

Students who meet both the standards of Academic Achievement and Timely Progress will benefit from all the advantages of student life such as enrolling in a full course load if desired, access to financial aid and ability to participate in SMC programs and services (SMC special programs; Athletics; Student Government; etc.).

In addition, a 2.0 GPA is required to receive an [Associate of Arts](#) degree from SMC, and to be eligible for certain types of General Education certification for transfer. A student who is concerned about [his/her](#) academic performance at SMC should make an appointment with an SMC Counselor to discuss the situation and to create a plan for achieving Student Success.

## 2. Probation

Students who do not meet the conditions of academic achievement or timely progress will be placed on academic and/or progress probation. Students on probationary status are limited to an enrollment maximum of nine (9) units in a fall or spring semester and an enrollment maximum of five (5) units in a winter or summer intersession. Probationary students may also face restrictions from financial aid and/or SMC special programs in which they are involved.

There are two types of Probation: "Academic Probation," and "Progress Probation."

- a. Academic Probation: A student who has attempted at least 12 semester units of graded coursework and earned a cumulative total SMC GPA ~~of~~ less than a 2.0 is placed on academic probation.

The cumulative total SMC GPA includes grades from all SMC courses, but does not include grades received at other colleges or universities.

- b. Progress Probation:
  1. A student who has enrolled in at least 12 and not more than 30 semester recorded units and receives 50% or more of total of "W," "I," "NC," or "NP" notations is placed on progress probation
  2. A student who has enrolled in 31 or more recorded units and receives 40% or more of total of "W," "I," "NC," or "NP" notations is placed on progress probation.
- c. Probationary Status Removal: Once a student's status becomes probationary, the student must meet with a counselor as soon as possible to review the circumstances [that leading](#) to probation, and to develop a [Student Success plan](#) ~~plan~~, [including a comprehensive student education plan](#). ~~to restore his/her academic standing.~~
- d. Probationary status will ~~not~~ be removed ~~until~~ [when](#) the student meets the Standards of Student Success for [Academic](#) ~~academic~~ [Achievement](#) and/or [Timely](#) ~~P~~progress:

1. If the student is on academic probation, probationary status will be removed once the cumulative total SMC GPA returns to 2.0 or higher.
2. If the student is on Progress Probation, probationary status will be removed once the percentage of cumulative "W," "I," "NC," or "NP" grades no longer exceeds the allowed percentages, as defined in Progress Probation section 2b).
  - a. After two consecutive semesters of academic and/or progress probationary status, a student will be subject to a lower enrollment priority as stated in AR 4111.8 Enrollment Priorities. [A student with demonstrated extenuating circumstances can file an appeal with Admissions and Records.](#)
  - ~~b.~~ [f. Effective Fall 2016, a student will lose eligibility for the Board of Governors Fee Waiver after two consecutive semesters of academic and/or progress probationary status, a student will lose eligibility for the Board of Governors Fee Waiver.](#) Foster youth are exempted. A student with demonstrated extenuating circumstances can file an appeal with the [Financial Aid Office.](#)

### 3. Disqualification

Any student on academic or progress probation for two consecutive semesters will be subject to disqualification. There are two types of Disqualification: "Academic Disqualification" and "Progress Disqualification."

- a. Academic Disqualification will result if ~~a~~ [the](#) cumulative [total SMC](#) GPA below ~~a~~ 2.0 is earned in ~~any~~ semester (fall or spring) following any semester of academic probationary status. However, any student on academic probation whose most recent regular semester grade point average equals or exceeds 2.0 shall not be disqualified but shall be continued on academic probation.
- b. Progress Disqualification will result if the cumulative [SMC](#) percentage of "W," "I," "NC," or "NP" notations received exceeds the allowed percentages, as defined in Progress Probation section 2(b), in ~~any~~ semester (fall or spring) following ~~any~~ semester of progress probationary status. However, any student on progress probation whose most recent regular semester work does not exceed the allowed percentage of "W," "I," "NC," and "NP" notations, as defined in Progress Probation section 2b, shall not be disqualified but shall be continued on lack of progress probation.

Disqualification is a serious academic matter, as it means a student has been dismissed from Santa Monica College. Disqualified students are not eligible to enroll in courses at Santa Monica College, receive financial aid, and/or participate in SMC programs. In addition, disqualified students are often ineligible to transfer to other colleges or universities. Students who become disqualified after registering for the following semester will be administratively dropped from all registered classes [unless reinstated by a counselor](#).

#### **4. Reinstatement after Disqualification**

Reinstatement to SMC after disqualification is generally based on the number of times a student has been disqualified. Students transferring to SMC who have been disqualified from other institutions will be subject to the same reinstatement policy as SMC students. Students coming from other institutions must submit all college transcripts before being considered for reinstatement.

The following is the SMC Disqualified Student Reinstatement Policy:

- a. All disqualified students wishing to be considered for reinstatement are required to submit a Petition for Reinstatement by the stated deadline for each term, as established by the Counseling Department. If a petition is received after the stated deadline, the student may not be considered for reinstatement for that term.

If a counselor determines that there is justification to reinstate a student, the student will be considered a readmitted disqualified student. The student will be allowed to enroll in up to a maximum of 6 units for a regular semester and up to a maximum of 3 units for winter and summer intersession. Once the student's status has changed to probationary status, the student will be limited to a maximum of 9 units for a regular semester and a maximum of 5 units for winter and summer intersession. Once students meet the SMC standards of student success, they will not have such unit limitations.

- b. After the first disqualification, students wishing to be considered for reinstatement to SMC are required to meet with a counselor to develop a Student Success Plan and petition for reinstatement for the desired semester.
- c. After the second disqualification, students are required to sit out for at least one semester. During that semester, students wishing to petition for reinstatement must meet with a counselor to develop a Student Success Plan. The counselor may determine any additional requirements to be met for reinstatement, for example, attendance at another college and the completion of a certain number of units with a certain grade point average may be required.

- d. After the third disqualification (and each disqualification thereafter), students are required to sit out for at least one year. Readmission to SMC after the year has passed will require a new application to SMC, a petition for reinstatement and must meet with a counselor to discuss possible readmission and to develop a Student Success Plan. The counselor may determine any additional requirements to be met for readmission, for example, attendance at another college and the completion of a certain number of units with a certain grade point average may be required.
- e. After two consecutive semesters of probationary status, disqualified status or readmitted status, students will be subject to a lower enrollment priority as stated in AR 4111.8 Enrollment Priorities.

Title 5, Sections 55030-55034

*Reviewed and/or Updated: 9/16/03, 4/10/10, 11/20/12, 5/3/13, 9/20/13*

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##### **b. Timely Progress:**

3. A student who has enrolled in at least 12 and not more than 30 semester recorded units and receives less than 50% total of “W,” “I,” “NC” or “NP” notations has met the standards of timely progress or;
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- d. Probationary status will be removed when the student meets the Standards of Student Success for academic achievement and/or timely progress:
  1. If the student is on academic probation, probationary status will be removed once the cumulative total SMC GPA returns to 2.0 or higher.

2. If the student is on Progress Probation, probationary status will be removed once the percentage of cumulative "W," "I," "NC," or "NP" grades no longer exceeds the allowed percentages, as defined in Progress Probation section 2b.

e.b. After two consecutive semesters of academic and/or progress probationary status, a student will be subject to a lower enrollment priority as stated in AR 4111.8 Enrollment Priorities. A student with demonstrated extenuating circumstances can file an appeal with Admissions and Records.

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- b. Progress Disqualification will result if the cumulative SMC percentage of "W," "I," "NC," or "NP" notations received exceeds the allowed percentages, as defined in Progress Probation section 2(b), in a semester (fall or spring) following a semester of progress probationary status. However, any student on progress probation whose most recent regular semester work does not exceed the allowed percentage of "W," "I," "NC," and "NP" notations, as defined in Progress Probation section 2b, shall not be disqualified but shall be continued on lack of progress probation.

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