

GRAYS HARBOR COLLEGE
Administrative Procedure

Subject: ACADEMIC STANDARDS

Page 1 of 4

Administrative Procedure Number: 405.1

Date adopted: 3/16/04, 11/17/04, 4/3/06, 4/22/13, 3/12/14, 2/18/20

**(Originally Board Policy 405 adopted 5/23/76 and revised 11/81,
1/18/94 and 4/27/97)**

The primary purpose of the Academic Standards Policy is to quickly identify and alert students who have not met academic standards in order to provide students resources and the opportunity to improve their academic success. This Academic Standards Policy is **not** the same as the Satisfactory Academic Policy (SAP) for Financial Aid recipients.

Grays Harbor College will review academic progress each quarter to identify and support students who may be struggling and congratulate those who are improving. Students will remain in the categories identified below to ensure continued student support through their academic journey and to monitor student progress.

Students must earn a GPA of 2.0 or above. If not, the college will place the student progressively on warning, probation, and suspension. Academic warning provides students with the opportunity to improve their educational performance. It also emphasizes that the student should, where appropriate, undertake basic skills course work or seek help from instructors and/or counselors. The vice president for student services will be responsible for developing appropriate support strategies for students on low academic standards.

Students whose names appear on the President's List are recognized for high academic achievement.

A. HONORS RECOGNITION

Quarterly honor roll: A student who completes **12** or more credit hours of courses and earns a grade-point average (GPA) of 3.50 or higher in any one quarter will be listed on the President's List. The student transcript will be endorsed HONOR ROLL for that quarter.

Graduation honors: A student who receives an associate degree with a cumulative GPA of 3.50 or higher will be honored as a President's Scholar. The student transcript will be endorsed PRESIDENT'S SCHOLAR. On a one-time-only basis, transcripts are also endorsed GRADUATE WITH HONORS to recognize students who graduate in the top ten of their graduation year.

B. GOOD ACADEMIC STANDING

Students who earn a cumulative grade point average (GPA) of 2.0 or better will be considered in Good Academic Standing.

C. LOW ACADEMIC PROGRESS AND PERFORMANCE

A current student with 10 or more credits completed is considered to be on low academic progress status for failure to maintain a cumulative GPA of 2.0. The following steps represent the levels of progressive academic performance.

Step 1- Academic Warning

A student whose cumulative grade point average falls below 2.0 will be placed on academic warning. The student will receive written notification of this status including a description of campus support resources.

Low GPA Warning
The student will remain on Warning Status in subsequent quarters until the cumulative GPA is raised above 2.0, even though the quarterly gpa may be above 2.0.

Step 2 - Academic Probation

If a student is on Warning Status and does not attain a cumulative GPA of 2.00 in a subsequent quarter, the student will be placed on ACADEMIC PROBATION.

Students will receive written notification of this status and will be advised to meet with their advisor or counselor to develop educational strategies to correct this pattern. The letter will also encourage students to take advantage of college support resources.

Low GPA Probation
The student will remain on Probation Status in subsequent quarters until the cumulative GPA is raised above 2.0, even though the quarterly GPA may be above 2.0.

Step 3 - Academic Suspension

If a student is on Probationary Status and does not attain a quarterly GPA of 2.00 in a subsequent quarter, the student will be placed on ACADEMIC SUSPENSION.

The student will receive written notification of ineligibility to take classes for credit at Grays Harbor College for the next quarter (summers included).

Low GPA Suspension

When a GPA suspended student stays out the required quarter, and returns to school, (s)he will be on Probationary Status until the cumulative gpa is raised to 2.0 even though the quarterly gpa may be above 2.0.

As long as the quarterly GPA is at least 2.0 students may continue to re-enroll.

Suspension Appeal:

A student who has been suspended may petition the Dean of Student Access and Success, in writing, for special reinstatement. If reinstated, academic restrictions may be imposed, including, but not limited to, reduced credits, specified courses, loss of priority registration, or mandatory participation in tutoring services.

Step 4 - Academic Dismissal

A student will be dismissed following Academic Suspension and subsequent reinstatement by the Dean of Student Access and Success, if (s)he:

1. Completes one quarter of ten or more enrolled credits with a GPA of less than 2.00;
2. Accumulates ten or more credits with a GPA of less than 2.00;
3. Fails to meet the requirements of reinstatement defined by the Dean of Student Access and Success. Normally, failure to enroll in or withdrawal from courses approved by the Dean of Student Access and Success constitutes failure to meet the requirements.

The student will receive written notification of ineligibility to attend classes at Grays Harbor College for credit.

A student on Dismissal Status will not be considered for readmission for at least one calendar year.

C. APPEALS FROM ACADEMIC SUSPENSION OR DISMISSAL

It shall be the responsibility of the president, or his/her designee, to provide appropriate appeals processes for students subject to Academic Suspension or Dismissal.

D. REMOVAL FROM LOW ACADEMIC STANDARDS STATUS

A student is removed from Low Academic Standards Status the quarter a cumulative GPA of 2.00 is obtained.

E. EXCLUSIONS

The only courses not subject to Academic Standards are basic education courses, community special interest courses, and audit courses in which the student originally enrolled for audit. Certain professional/technical programs, veterans, international students, and students receiving financial aid may have different/and or additional academic standard requirements and appeal processes.