

## **BP 4251 Academic Standing - Progress Probation, Subject to Dismissal, and Dismissal**

### **References:**

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

#### **4251.1 Definitions**

- (A) Units attempted - For probation, subject to dismissal, and dismissal purposes only, all units of credit in which the student is enrolled at College of the Canyons.
- (B) Units enrolled - All units of credit for which the student is enrolled after the first two weeks or 20 percent of the time the class is scheduled to meet, whichever is less, and will earn a notation on the transcript at College of the Canyons.
- (C) Consecutive Semesters - Enrollment in two semesters (fall and spring) or enrollment in one semester, followed by a break, then enrollment in another full semester. Summer sessions and intersessions shall not be considered when calculating consecutive semesters.
- (D) Appeals - For the purpose of this academic standing policy an appeal is a student initiated petition to modify the conditions for readmission after academic dismissal.

#### **4251.2 Progress - Probation (P1)**

A student who has enrolled in a total of at least 12 semester units as shown by the transcript shall be placed on progress - probation when the percentage of all units in which a student has enrolled at College of the Canyons and for which entries of W (withdraw), I (Incomplete), and NP (No Pass) are recorded reaches or exceeds fifty percent (50%). Units for Progress Standards are calculated using College of the Canyons values only. Outside coursework is not taken into consideration. A registration hold will be placed on a student's record to prevent enrollment into a future term until the student has met the requirements to re-enroll. (See AP 4251)

#### **4251.3 Progress - Subject to Dismissal (P2)**

A student shall be placed on progress - subject to dismissal when the cumulative percentage of enrolled units, for which entries of W, I, and NP are recorded in two consecutive semesters at College of the Canyons reaches or exceeds fifty percent (50%).

- A. A hold will be placed on a student's record to prevent enrollment into a future term until the student has met the requirements to enroll. (See AP 4251)
- B. The student will lose priority enrollment.
- C. The student will no longer be eligible for the California College Promise Grant.
- D. The student must meet the requirements to enroll. (See AP 4251)

#### **4251.4 Progress Dismissal (PD)**

A student shall be placed on progress - dismissal when the cumulative percentage of enrolled units at College of the Canyons, for which entries of W, I, and NP are recorded in three consecutive semesters reaches or exceeds fifty percent (50%).

- A. The student will be dismissed for one semester (fall or spring) from College of the Canyons.
- B. A hold will be placed on the student's record to prevent enrollment for one term (fall or spring).
- C. The student will lose priority enrollment when the student returns to enroll in future terms.
- D. The student will no longer be eligible for the California College Promise Grant.
- E. After sitting out one semester (fall or spring) the student must meet the requirements to enroll. (See AP 4251)

#### 4251.6 Exceptions to Progress - Dismissal

A student who has been placed on progress - dismissal will be automatically continued for one semester in progress - dismissal status when, in the most recent semester of enrollment, the student completed more than 75 percent of the semester units in which the student enrolled.

- A. The student's enrollment priority will be reinstated.
- B. The student's California College Promise Grant eligibility will be reinstated.

#### 4251.7 Appeal of Dismissal

A student who has been dismissed and wishes to continue the next semester may submit a written appeal in compliance with College procedures in AP 4251.

#### 4251.8 Readmission after Dismissal

A student who has been dismissed may request reinstatement after one semester has elapsed (excluding summer sessions and intersessions). The student will be readmitted after making an appointment with a counselor to sign a contract for probationary reinstatement.

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Next Review Date: Spring, 2025