

4025.

ADMINISTRATIVE REGULATIONS ON
ACADEMIC AND PROGRESS PROBATION AND DISMISSAL

4025.1

Responsibilities

- A. The Vice President of Academic Affairs shall be responsible for the overall coordination and implementation of these regulations relating to orderly administration of academic/progress probation and dismissal.
- B. The Executive Dean of Enrollment Services shall be responsible for maintaining orderly administration of academic/progress probation and dismissal.
- C. The Dean of Counseling and Student Support Services shall be responsible for implementing interventions.

4025.2

Definitions

Definitions of all terms used in these regulations shall be those adopted in the Student Attendance Accounting Manual as issued by the Chancellor's Office of the California Community Colleges.

4025.3

Academic and Progress Probation

- A. A student shall be placed on probation whenever the student's academic record indicates any of the following conditions:
 - 1. The student's grade point average falls below 2.0 (C) in all units graded on the 4.0 grading scale after the student has attempted twelve units or more at Long Beach City College.
 - 2. After enrolling in a minimum of twelve units at Long Beach City College, the student has completed less than one-half of all units in which the student has enrolled as reflected in the academic record.
- B. For the purposes on section A.2, the entries of W, NP, and I are counted as incomplete work while entries of A, B, C, D, F, and P are counted as complete.
- C. Students on academic and/or progress probation shall be subject to counseling intervention. Counseling intervention shall include the following provisions:

1. Completion of a workshop or individual counseling appointment;
 2. Completion or revision of an Educational Plan;
 3. Limitation of enrollment to a maximum of 12 units each semester until the student is off probation; and
 4. Completion of the sequence of basic skills courses in the Education Plan, if applicable.
- D. Any student on probation shall be reclassified as "satisfactory" whenever the cumulative grade point average reaches or exceeds 2.0 (C) and the ratio of units-completed to units-enrolled is one-half or better based on the number of units indicated in sections A and B above.

4025.4 Academic and Progress Dismissal

A student on probation for at least two semesters who has not resolved the deficiencies in their academic record (as outlined in the probation section) shall be dismissed from Long Beach City College unless satisfactory progress is indicated during the semester in which the dismissal will occur. The student will remain on probation, but dismissal will not occur if satisfactory progress is maintained. Satisfactory progress is defined as follows:

- A. In the case of academic dismissal, the student must complete at least 3 units during the semester with a semester grade point average of at least 2.0.
- B. In the case of progress dismissal, the student must enroll in at least 3 units during the semester. If enrolled in 3 to 5.5 units, the student must have a 1.00 completion ratio (complete all units). If enrolled in 6 or more units, the student must have a completion ratio of at least .80 (four-fifths).

Academic and progress dismissal shall occur at the end of each Fall and Spring semester.

4025.5 Readmission After Dismissal

- A. Students must complete a counseling intervention upon readmission after dismissal, as outlined in the process described in 4025.3, Section C. 1, 2, 3, 4.
- B. A dismissed student who is readmitted shall be readmitted as a student on probation and shall be subject to further readmission restrictions and dismissal in accordance with this policy.

Adopted: May 27, 2008
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