

Century Community and Technical College

3.17.0.4 Academic Progress and Probation/Suspension Policy

Academic Progress

A student has the responsibility to make academic progress which is defined by Century College as follows:

1. **Grade Point Average (GPA):** Upon registering for 9 or more cumulative credits, a 2.00 GPA (C average) is the standard for academic progress, in each academic term and cumulatively at Century College. Grades which calculate in the GPA are A, B, C, D, and F. A grade of P does not calculate into the GPA.
2. **Earned-Credit Percentage:** Upon registering for 9 or more cumulative credits, at least 67% of the credits registered for in any term and cumulatively at Century College must be completed with grades of A (HA), B (HB), C, D, P, or AU. Grades of F, W, and I do not count as earned credits. (Earned-credit percentage equals credits earned divided by credits registered for after the drop/add period times 100 percent.)

Academic Probation

Upon registering for 9 or more cumulative credits, a student will be in probation status at the end of an academic term (semester or summer session) when any of the following occur:

1. The student fails to earn a grade point average of at least 2.0 in any academic term, or the student completes fewer than 67% of the credits registered for in any academic term with grades of A (HA), B (HB), C, D, AU or P.
2. The student's Century College cumulative grade point average is below 2.00 or the student has completed less than 67% of the cumulative credits registered for at Century College with grades of A (HA), B (HB), C, D, AU or P.
3. The student is readmitted after having been suspended at Century College.

Students are expected to monitor their own grade point averages and earned-credit percentage. Students who are put in probation status will be sent a letter informing them of the probation. If there is concern about being put in probation status, students are encouraged to contact a counselor. Students in the technical/occupational programs should also contact their program advisor.

To remove probation status, the student must earn a grade point average of at least 2.00 each academic term thereafter and cumulatively at Century College, and complete at least 67% of the credits registered for each academic term thereafter and cumulatively at Century College with grades of A (HA), B (HB), C, D, AU or P.

Academic Suspension

Upon registering for 9 or more cumulative credits, a student will automatically be suspended at the end of the spring term when the following occur:

The student is on probation and

- a. earns a term grade point average of less than 2.00 or does not complete at least 67% of term credits registered for with A (HA), B (HB), C, D, AU, P

and

- b. has a cumulative GPA of less than a 2.00 or has a cumulative completion of less than 67% of the cumulative credits registered for with grades of A (HA), B (HB), C, D, AU or P.

Probation status will continue until removed by the student's performance. The first suspension shall be for the following Fall Semester. The second suspension shall be for one academic year.

If a student reaches the suspension status after a Fall Semester, a letter will be sent indicating that student is on a "grace" period. They must meet with a counselor before April or, regardless of performance during Spring Semester, the student will be suspended for the following Fall Semester.

Students are expected to monitor their own grade-point averages and earned-credit percentage. Students who are suspended will be sent a letter informing them of the suspension. If there is concern about being suspended, students are encouraged to contact a counselor. Students in technical/occupational programs should also contact their program advisor.

Petitioning Suspension:

Upon being suspended from Century College for the first time, a student who believes there were extenuating circumstances may complete an Academic Petition to seek readmittance for the next academic term. Students are required to consult with a counselor to discuss their situation and petition. Students in technical/occupational programs should also contact their program advisor. If the petition is approved, the student will be readmitted on probation.

Readmittance After Suspension Period

After first suspension: A student may be readmitted on probation after consulting with a counselor and obtaining a signed Readmit Form. Students in the technical/occupational programs must also obtain their program advisor's signature on the readmit form.

If readmitted, to remove probation status, the student must earn a grade point average of at least 2.00 for each academic term thereafter and cumulatively at Century College, and complete at least 67% of the credits registered for each academic term thereafter and cumulatively at Century College with grades of A, (HA), B (HB), C, D, AU or P.

After a second suspension: To apply for readmittance, a student shall petition the Vice President of Academic Affairs. If the student is readmitted, readmittance will be probationary and may include other conditions to be met.

If readmitted, to remove probation status, the student must earn a grade point average of at least 2.00 for each academic term thereafter and cumulatively at Century College, and complete at least 67% of the credits registered for each academic term thereafter and cumulatively at Century College with grades of A (HA), B (HB), C, D, AU or P.

References:

Minnesota State Colleges and Universities Board Policy 3.17 Degrees, Diplomas and Certificates

Date Proposed: 9/94, 1/22/98

Date Approved: 9/94

Date Implemented: 9/94

Date Revised: 4/04/01