

## **BP 4250 Probation, Dismissal, and Readmission**

Reference:

**Education Code Section 70902 (b)(3);  
Title 5, Section 55030 through 55034**

### **1.0 Credit Program Students**

#### **1.1 Probation and Dismissal**

- 1.1.1 Application of Provisions: This policy shall apply to all registered students equally, regardless of previous degrees earned or the number of units in which a student is enrolled, except that grades earned elsewhere prior to admission in a college within the North Orange County Community College District shall not be considered in determining probationary status.
- 1.1.2 For the purpose of this policy, semesters shall be considered consecutive based on the student's enrollment pattern, excluding the summer session.
- 1.1.3 Standards of Scholastic Probation:
- 1.1.3.1 Academic Probation: A student who has attempted at least 12 semester units shall be placed on academic probation if the student has earned a cumulative grade point average below 2.0.
- 1.1.3.2 Progress Probation: A student who has enrolled in a total of at least 12 semester units shall be placed on progress probation when the percentage of all units in which the student has enrolled and for which entries of "W" (Withdrawl), "I" (Incomplete), "NC" (No Credit), and "NP" (No Pass) were recorded reaches or exceeds fifty percent (50%).
- 1.1.4 Notification, Recording, and Appeal of Scholastic Probationary Status:
- 1.1.4.1 Each college will make a reasonable effort to notify students when they are placed on scholastic probation.
- 1.1.4.2 Students on scholastic probation shall be automatically considered "conditional" registrants with their programs subject to limitations, conditions and/or adjustments as determined by the colleges.
- 1.1.4.3 A student who is placed on scholastic probation may submit an appeal in accordance with administrative procedure.
- 1.1.5 Removal from Scholastic Probation: A student on academic probation shall be removed from probation when the student's accumulated grade point average is 2.0 or higher. A student on progress probation shall be removed from probation when the percentage of units in the categories of "W," "I," "NC," and "NP" drops below fifty percent.

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### 1.1.6 Standards for Scholastic Dismissal:

- 1.1.6.1 A student who is on academic probation shall be subject to dismissal if the student has earned a cumulative grade point average of less than 2.0 in all units attempted in each of two (2) consecutive semesters, excluding summer sessions.
- 1.1.6.2 A student who is on progress probation shall be subject to dismissal if the cumulative percentage of units in which the student has been enrolled for which entries of "W," "I," "NC," and "NP" are recorded in at least two (2) consecutive semesters reaches or exceeds fifty percent, excluding summer sessions.
- 1.1.6.3 A student whose academic performance warrants Scholastic Dismissal but in the third consecutive semester achieves a grade point average of 2.0 or higher, or receives grades of "W," "NC," "I," and "NP" for less than 50% of the current semester units enrolled, will not be dismissed, and notation of dismissal will not appear on the student's transcripts.

### 1.1.7 Notification, Recording, and Appeal of Scholastic Dismissal Status:

- 1.1.7.1 Each college shall make a reasonable effort to notify a student who is subject to academic and/or progress dismissal no later than the beginning of the fall semester each academic year.
- 1.1.7.2 Scholastic dismissal will be permanently noted on the student's transcript.
- 1.1.7.3 A student who is dismissed may submit a written appeal in compliance with administrative procedure.

- 1.1.8 Readmission: A dismissed student will be considered for readmission by filing a written petition of appeal/readmission. If readmitted, the student shall continue on academic probation until a cumulative grade point average of 2.0 or higher has been achieved, and/or progress probation until the percentage completed is greater than fifty percent (50%) of the units, which the student has attempted. Appeals/Readmission may be granted, denied, or postponed according to criteria established by administrative procedure.

## **2.0 Non-Credit Program Students**

### **2.1 Probation and Dismissal**

- 2.1.1 Non-credit terms shall be considered consecutive based on the student's enrollment pattern commencing with the student's initial enrollment.

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- 2.1.2 Standards of Scholastic Probation: A student who has enrolled at North Orange Continuing Education (NOCE) shall be placed on program probation when the requirements for academic progress as defined by the department are not met. An NOCE student will not be placed on program probation in their initial term of enrollment.
- 2.1.3 Notification, Recording, and Appeal of Scholastic Probationary Status: NOCE will make a reasonable effort to notify students when they are placed on scholastic probation.
- 2.1.4 Removal from Scholastic Probation: An NOCE student placed on program probation shall be removed from probation when the academic progress requirements as set forth by the department are met.
- 2.1.5 Standards for Scholastic Dismissal:
- 2.1.5.1 An NOCE student on program probation shall be subject to dismissal if the academic progress requirements are not met for two consecutive terms, or equivalent thereof, in which the student was enrolled.
- 2.1.5.2 An NOCE student whose academic performance warrants Scholastic Dismissal but is in the third consecutive term or the equivalent thereof meets the academic progress requirements will not be dismissed and notion of dismissal will not appear on the student's transcripts.
- 2.1.6 Notification, Recording, and Appeal of Scholastic Dismissal Status: NOCE shall make a reasonable effort to notify a student who is subject to progress dismissal no later than the beginning of the term in which the standards of the progress dismissal are met.
- 2.1.7 Readmission: A dismissed student will be considered for readmission by filing a written petition of appeal/readmission. If readmitted, the NOCE student shall continue on program probation until the academic progress requirements as set forth by the department are met. Appeals/Readmission may be granted, denied, or postponed according to criteria established by administrative procedure.

See Administrative Procedure 4250.

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