



## **AP4250**

## **ACADEMIC NOTICE**

### **References:**

Title 5 Sections 55031-55034

### **Notification of Academic Notice**

A student's academic status is calculated and reviewed every semester based upon total units and grade point average. When students do not meet the minimum academic standards as set forth by the institution they will be placed on one of three academic statuses.

### **Academic Notice**

Students shall be placed on academic notice if they attempted a minimum of twelve (12) graded cumulative semester units and have earned a grade point average of less than 2.0 at the College. A student on Academic Notice notice shall be removed from academic notice when the student's accumulated grade point average is 2.0 or higher.

### **Academic Notice**

A student who is on Academic Notice shall be subject to dismissal if the student has earned a cumulative grade point average of less than 1.75 in all units attempted in each of three consecutive regular semesters (Fall and spring only). For purposes of this section, semesters shall be considered consecutive on the basis of the student's enrollment, i.e., a Fall semester followed by a Fall semester shall be considered consecutive if the student was not enrolled for the intervening Spring semester.

- **Academic Notice Exception:** When students complete a minimum of (3) units and earn a grade point average of 2.00 or higher in the current regular semester (Fall and Spring only), they will be readmitted for each additional semester in which they satisfy the exception criteria.

Students are entitled to be notified of their academic difficulty and the availability of college support services to respond to the academic difficulty before the students are dismissed. Notification of Academic or Progress Notice status will be sent to the student's college email account accessed through the student portal and a certified hard copy will also be mailed to them. The letter notifying the student of Academic Notice will cover, at a minimum, an explanation of college Academic Notice policies (see BP 4250 Academic Notice, Required Academic Pause), the significance of being on Academic Notice and a description of the services available, including comments from previous students on Academic Notice, Required Academic Pause, and Readmission.



**Academic Notice, Required Academic Pause, Readmission Data Reporting**

The Superintendent/President shall provide the Board of Trustees an annual report of the number of students who were placed on Academic Notice, Required Academic Pause, and reinstated. This report must disaggregate the students by race, age, gender, income, or any other characteristic identified by the Board. This report shall be provided by May of each year.

---

Date Approved: September 19, 2014

Legal Update #32: April 2018

Date Approved: November 14, 2018

Legal Update #38: April 2021

BPAP Reviewed: June 4, 2021

Date Approved: June 8, 2021

BPAP Reviewed: September 2023

S/P Approval: September 2023