

The grade point average is computed by multiplying the quality points earned by the credit value of each course and dividing the total quality points earned by the total credit hours attempted, as indicated by the example below:

3 sem. hrs. of "A" × 4 = 12 quality points  
 3 sem. hrs. of "B" × 3 = 9 quality points  
 3 sem. hrs. of "C" × 2 = 6 quality points  
 3 sem. hrs. of "D" × 1 = 3 quality points  
 3 sem. hrs. of "F" × 0 = 0 quality points  
 30 total quality points  
 30 quality points ÷ 15 hours attempted = 2.0 GPA

AU, I, IP, S, U, and W grades are not included when computing a student's grade point average (GPA), but will be recorded on a student's transcript.

NOTE: Students enrolled in Nursing programs must adhere to the policies set forth by the program.

## Academic honors

The College recognizes superior scholastic achievement by publishing in the local newspapers the President's List and the Dean's List at the end of each semester. Students recognized receive congratulatory letters from the College President and the Chief Academic Officer.

The President's List recognizes students who were enrolled for a minimum of 12 semester hours (excluding institutional credit hours) during a semester and earned a grade-point average of 4.00 (A).

The Dean's List recognizes students who were enrolled for a minimum of 12 semester hours (excluding institutional credit hours) during a semester and earned a grade-point average of 3.50 to 3.99 (B).

Students who consistently maintain high scholastic performance and meet other eligibility requirements may be invited to join the Alpha Theta Rho Chapter of the Phi Theta Kappa International Honor Society.

## Academic standards of progress

The following academic standards of progress apply to all students except those students taking institutional credit courses (see Academic Standards of Progress for Institutional Credit Courses in this section on page 59). Please note that the Nursing programs have departmental requirements in addition to these standards of academic progress (see information under ADN and LPN programs in the Programs of Study section of this catalog).

1. A student must maintain the following cumulative grade-point average (GPA), depending on the number of hours attempted at the College, to have clear academic status:

Hrs. Attempted	GPA
12-21 .....	1.50
22-32 .....	1.75
33 or more .....	2.00

2. When the cumulative GPA of a student is below the GPA required for the number of credit hours attempted at the institution, the student is placed on *academic probation*.

3. When the cumulative GPA of a student who is on academic probation remains below the GPA required for the total number of credit hours attempted at the institution and the semester GPA is below 2.0, the student is suspended for one semester. The transcript will read *Suspended-One Semester*.
4. A student who is suspended for one semester may appeal. If, after appeal, the student is readmitted without serving the one-semester suspension, the transcript will read *Suspended-One Semester/Readmitted Upon Appeal*.
5. A student who is on Academic Probation after being suspended for one semester (whether the student has served the suspension or been readmitted on appeal), and whose cumulative GPA falls below the level required for the total number of hours attempted at the institution, but a semester GPA is 2.0 or above, will remain on Academic Probation. If the student does not earn the cumulative GPA of 2.0 or above for the required number of hours the student is Suspended for *One Academic Year*.
6. A student returning from a one-term or one-year suspension while on academic probation who fails to obtain the required GPA for the number of hours attempted and fails to maintain a term GPA of 2.0, will be suspended for another calendar year.
7. The student must attain clear status before beginning the academic standards of progress cycle again.

## **Appeal process for readmission**

If a student does not contest the facts leading to suspension, but simply wishes to request consideration for readmission, the student may submit a request in writing for an “Appeal for Readmission” to the Admissions Committee no later than two working days before the beginning of regular registration. During the meeting of the Admissions Committee (which is not considered a “due process” hearing, but rather a petition for readmission), the student may present a rationale and/or statement of mitigating circumstances in support of immediate readmission. The decision of the Admissions Committee, along with the materials presented by the student, is placed in the College’s official records. Additionally, a copy of the written decision is provided to the student.

## **Intervention for student success**

Students placed on academic warning, academic probation, one-semester suspension, or one-calendar-year academic suspension may be required to take study-skills courses, to take other specific courses designed to assist their success, to limit the number of hours taken during each semester, and/or to take other steps as designated by the Dean of Instruction, the student’s advisor, and/or the Admissions Committee.

## **Course forgiveness**

1. If a student repeats a course, the last grade awarded (excluding grades of W and WP) replaces the previous grade in the computation of the cumulative grade point average. The grade point average during the term in which the course was first attempted will not be affected.
2. When a course is repeated more than once, all grades for the course (excluding the first grade) will be employed in computation of the cumulative grade point average. Official records at the institution will list each course in which a student has enrolled.