

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.

3. The Course Forgiveness process will occur automatically after the course has been repeated and a new grade has been posted.
4. No course in which the last grade received was a “F” may be counted toward graduation.

The student must be aware also that the last recorded grade may be regarded by a senior institution as the grade of record for transfer purposes.

NOTE: Students enrolled in Nursing programs must adhere to the policies set forth by that program (see pages 103-112).

Academic bankruptcy

1. A student may request in writing to the Director of Admissions/Registrar to declare academic bankruptcy under the following conditions:
 - a. If fewer than three calendar years have elapsed since the semester/term for which the student wishes to declare bankruptcy, the student may declare academic bankruptcy on all coursework taken during that one semester/term provided the student has taken a minimum of eighteen semester credit hours of coursework at the institution since the bankruptcy semester/term occurred. All coursework taken, even hours completed satisfactorily during the semester for which academic bankruptcy is declared, will be disregarded in the cumulative GPA, but will remain on the permanent transcript.
 - b. If three or more calendar years have elapsed since the most recent semester/term for which the student wishes to declare bankruptcy, the student may declare academic bankruptcy on all coursework taken during a one- to three-semester/term provided the student has taken a minimum of eighteen semester hours of coursework at the College since the bankruptcy term(s) occurred. All coursework taken, even hours completed satisfactorily, during the semester/term in which academic bankruptcy is declared, will be disregarded in the cumulative GPA, but will remain on the permanent transcript.
2. When academic bankruptcy is declared, the transcript will reflect the term Academic Bankruptcy for each semester/term affected. When academic bankruptcy is declared, the transcript will reflect the semester/term of its implementation and will include the term Academic Bankruptcy Implemented.
3. A student may declare academic bankruptcy only once.
4. Implementation of academic bankruptcy at an institution does not guarantee that other institutions will approve such action. This determination will be made by the respective transfer institution(s).

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

Change of curriculum or program of study

Students accepted and enrolled in a particular program of study who seek to pursue another program of study must meet the requirements for admission to the new program. They should also complete the necessary curriculum change form available at the Office of Admissions. An updated plan of study may be obtained from CVCC’s web site. Students who change their program of study will follow the program requirements of the catalog current at the time of the program of study change.