

Coast Community College District
Administrative Procedure
Chapter 4
Academic Affairs

AP 4250 Academic or Progress Notice, Pause, and Restart

References:

Title 5 Sections 55031, 55032, 55033, and 55034

Academic/Progress Notice – Each student is entitled to be notified of their academic status and the availability of college support services to respond to the academic difficulty status before the student is placed on academic/progress pause.

Notification will consist, at a minimum, of the following:

Academic Notice: At the end of the semester in which the student's cumulative grade point average falls below 2.0 in all units attempted, the student will be informed that they are on academic notice. "All units attempted" is defined as all units of credit in which the student is enrolled in the college that they attend. A student on academic notice who earns a grade point average of 2.0 or higher for the semester, but whose cumulative grade point average still results in academic notice, shall have their notice extended an additional semester.

Progress Notice: At the end of the semester in which the student has the percentage of units in which the student has been enrolled for which entries of "W", "I," and "NP" are recorded reaches or exceeds 50 percent, the student will be informed that they are on progress notice. A student on progress notice who completes more than 50% of all units attempted for the semester, but whose cumulative records still results in progress notice, shall have their progress notice extended an additional semester.

At the end of an additional semester in which the student is on academic/progress notice, the student will be informed that they are subject to academic/progress pause and of the process to follow if the student intends to appeal for restart.

Students on academic or progress pause remain eligible to access support services and enroll in noncredit courses.

Notice Letter - The letter notifying the student of notice will cover, at a minimum, the significance of being on notice and a description of the services that are available.

Ratified December 2, 2013

Ratified June 20, 2018

Ratified June 19, 2019

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