

BRIDGEVALLEY COMMUNITY & TECHNICAL COLLEGE

OPERATING POLICY

Effective Date	Subject	Number	Page
June 18, 2015	ACADEMIC STANDING	D-OP-7-15	1 of 2
Supersedes/Supplements:	BC D-OP-13-12; BV D-OP-7-14		
Reference:	West Virginia Council for Community and Technical College Education—Series 22		

POLICY STATEMENT

Students at BridgeValley Community and Technical College (College) must earn a cumulative grade point average (GPA) of 2.0 or better to complete skill set, certificate, or degree requirements.

PROCEDURES

The academic GPA is calculated by dividing the total number of 100-level, or above, quality points earned by the total number of 100-level, or above, GPA hours. The satisfactory academic progress GPA is calculated by dividing the total number of hours earned, including those hours of courses numbered less-than 100, by the total number of hours attempted.

A cumulative institutional satisfactory academic progress GPA of a 2.0 is required to maintain “good standing.” Additional requirements regarding the successful completion of attempted credit hours and stated degree objectives are required for consideration in awarding Federal Financial Aid.

Probation:

If a student’s cumulative institutional satisfactory academic progress grade point average falls below a 2.0, the student shall be placed on academic probation for the next semester and be notified by letter. Copies of the notification will be forwarded to the Office of the Registrar to be placed in the student’s permanent file, and to the student’s department chair.

No student on probation may carry more than 14 semester hours without the approval of the faculty advisor and the division dean; including participation in non-credit courses.

A student receiving financial aid or Veteran’s benefits, having failed to maintain satisfactory academic progress, will be referred to the respective office responsible for administering these student service programs. Satisfactory academic progress as related to financial aid policies may differ from the academic standing policy. Students receiving financial aid may be required to submit additional documentation in order to maintain their financial aid status (see Standards of Satisfactory Academic Progress in Student Services Handbook).

Students on probation must report to the Director of Retention no later than one week after classes begin the next semester.

Students are removed from probation once their cumulative institutional satisfactory academic progress grade point average is at least 2.0. If during any subsequent semester the cumulative satisfactory academic progress grade point average is below 2.0, the student will return to academic probation.

Suspension:

A student on academic probation, who fails to achieve an institutional satisfactory academic progress grade point average of 2.0 for the current semester, or has two consecutive semesters of academic probation, will be suspended for one semester. A student who has been suspended once may be readmitted by remaining out of school for one semester (summer does not satisfy this provision) and applying for readmission. A student may petition the Chief Academic Officer to waive the one semester waiting period. The petition is granted on a case-by-case basis and requires a signed contract of agreement. All petitions must be made prior to the beginning of the semester. A student who is readmitted after academic suspension will be placed on academic probation and will be required to follow all requirements associated with academic probation. A suspended student is not eligible to attend the College during the period of suspension nor will credits earned at other schools during this period be accepted in transfer.

A student who is placed on second Academic Suspension will remain on suspension for a period of one academic year and then may request readmission to the College. The student will request readmission through the Chief Academic Officer.

Students readmitted after any suspension may not be eligible for Federal Financial Aid. Students readmitted after any suspension must report to the Director of Retention no later than one week after classes begin.

Repeating Classes:

Students may repeat a class for credit only once after receiving a grade of "C". Only one occurrence of any course will count toward completing graduation requirements. Repeating a course after an initial grade of an "A" may affect Federal Financial Aid or Veteran's benefits. Repeating classes with earned grades of "D" or "F" is addressed in policy D-OP-3-14.

Approved by: Cabinet **Date:** 6/17/2015