

### *Policy Statement*

Academic standing monitors the progress of all enrolled students in credit-bearing classes at the end of every term. All students begin their academic careers in Good Academic Standing. Those who fail to meet the requirements, as defined in this policy, are placed on academic probation for the following term. Those who fail to meet a minimum set of academic standards, after a term on academic probation, may be academically suspended from the college for the following term.

### *Policy Details*

A student maintains satisfactory academic progress (Good Academic Standing) by earning a minimum cumulative grade point average (GPA) of 2.0. Students earning less than a minimum GPA of 2.0 will be subject to probation and possibly suspension, regardless of the number of credit hours.

### *Procedures*

1. A student stays on Good Academic Standing by maintaining a minimum cumulative GPA of 2.0.
2. A student will be placed on academic probation status if the student's cumulative GPA falls below the established minimum of 2.0.
  - a. Notification of academic probation is provided on the academic transcript and also through an email notification.
  - b. Students have until the next term to raise their GPA.
  - c. A student may be continued on academic probation if the term grade point average is raised to a 2.0 or higher, but the cumulative GPA remains below a 2.0.
  - d. Students placed on academic probation must schedule an appointment with an academic advisor to develop an academic plan and to determine the course load to be scheduled for the next term.
3. If a student on academic probation does not raise the cumulative GPA above the required minimum or does not earn at least a 2.0 term GPA, the student is suspended from the college for a period of at least one (1) term.
  - a. Notification of academic suspension is provided on the academic transcript and also through an email notification.
  - b. Students who are suspended from the college on academic grounds may not re-enroll for at least one (1) full academic term. This time is intended to allow the student to thoroughly reassess goals and performance capabilities.
  - c. Prior to re-enrolling at the college, suspended students must visit with an academic advisor. Students will complete an academic improvement plan with the advisor.
  - d. A student may appeal a decision of academic suspension to the Registrar.
    - i. Appeals should be sent via email to [recordsdept@terra.edu](mailto:recordsdept@terra.edu), but may be delivered in person to Student Records (Building A, Room 200).
    - ii. The appeal must be in writing and should document any unusual circumstances and include an improvement plan.
  - e. The Registrar may act to reinstate the student's eligibility on a probationary status or deny the appeal.
    - i. The student will receive an email, to the student's college email address, within seven (7) days of the decision.
    - ii. The student's advisor will be copied on the email.
    - iii. A copy of the appeal, academic improvement plan, and Registrar's decision will be stored in the student's electronic record.

Resources

Documentation

Definitions

<b>Term</b>	<b>Definition</b>
<i>Academic Probation</i>	A warning that the student has fallen into academic difficulty and needs to improve grades in order to reach "Good Standing" status to avoid risk of sanctions.
<i>Academic Standing</i>	A measure of the student's academic achievement. Determines eligibility to proceed down a specific academic path, participate in some college activities, and/or to qualify for graduation.
<i>Academic Suspension</i>	A student may be academically suspended from the college for failure to make "satisfactory academic progress." Students who have been academically suspended are denied enrollment and must sit out for one (1) semester or summer session before re-instatement. (Formerly known as Academic Dismissal)
<i>Cumulative GPA</i>	The student's overall GPA, which is calculated by dividing the number of quality points earned in all attempted graded courses by the total graded credit hours in all attempted graded courses. Cumulative GPAs are computed at the end of every term.
<i>Good Academic Standing</i>	When a student's cumulative GPA is 2.0 or higher.
<i>Grade Point Average (GPA)</i>	A student's academic achievement, calculated as the total number of grade points received over a given period divided by the total number of credits awarded.
<i>Reinstatement</i>	The process by which a student returns to the college following academic suspension. Students who are reinstated will be on Academic Probation.
<i>Term GPA</i>	The student's Term GPA is the semester or term average.

Approval History

<i>Date</i>	<i>Policy/Procedure or Entire Document</i>	<i>Notes (Types of Actions)</i>	<i>**Approved by</i>
2/25/2004	Academic Standing Policy	Updated	CASA
5/26/2004	Probation, Continuing Probation, Dismissal and Readmission Policy	Updated	CASA
6/17/2014	Probation, Continuing Probation, Suspension, and Readmission Policy	Updated	CASA
8/19/2014	Academic Standing Policy	Updated	CASA
3/24/2023	Entire Document	Combined Academic Standing with Probation, Suspension, Readmission Approved by CASA with edits	William Taylor, CASA Co-Chair

\*\*Full name of CASA Committee Chair, signatory, or designee



Effective Date: March 24, 2023

Next Review Date: March 31, 2026