

Orangeburg-Calhoun Technical College

Statement of Procedure

Title: Academic Standards of Progress

Number: 3.004.01

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Department of
Responsibility: Student Services

Authorization:

President

Date Approved: February 4, 2004

Last Revised: September 17, 2019

Last Reviewed: October 25, 2022

Students who fail to achieve the grade point average (GPA) listed in corresponding Policy 3.004 will be considered on academic probation.

Probation I Status (First Time Probation)

1. A student who has been placed on Probation I must review their Student Educational Plan with their assigned faculty advisor.
2. The student should be advised to register for no more than 12-14 semester credit hours for the Probation I semester.
3. A student on Academic Probation I may not pre-register for classes until he/she meets with his/her assigned faculty advisor. If the student fails to meet with the assigned faculty advisor the student may not register until grades are posted for the current term.

Probation II Status (Second Time Probation)

1. A student who is placed on Probation II should be advised to register for no more than 12-14 semester credit hours for the next semester.
2. A student who is placed on Probation II may not pre-register for the upcoming semester, but will be permitted to register once grades are posted for the current term. The student must seek advisement with his/her assigned Faculty Advisor. A restriction will be placed on the student record until the student presents evidence of advisement by the assigned faculty advisor. Student Services staff will remove the restriction so the student may register once required advisement has been verified.

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Academic Suspension I

Academic Suspension I will occur when students on Academic Probation II do not meet the standards of academic progress. Students who are placed on Academic Suspension I will not be allowed to register for classes during the semester following Suspension I status.

An Academic Suspension list will be forwarded to appropriate college faculty, advisors, and staff members. A letter of notification of suspension will be sent to the student by the Vice President for Student Services. The student must meet with the appropriate Academic Program Coordinator before re-admission to the college. After readmission, the returning student will remain on academic probation until his/her GPA meets the standards of progress. If the standards of progress are not met, the student will be placed on Probation III.

Probation III Status (third probation) after Suspension I

A student who is placed on Probation III may not pre-register for the next term, but will be permitted to register after grades are posted for the current term. The student must seek course advisement with his/her Faculty Advisor. A restriction will be placed on the student record until the student presents evidence of advisement by the assigned faculty advisor. Student Services staff will remove the restriction so the student may register once required advisement has been verified.

Probation IV Status (fourth probation) after Suspension I

A student who is placed on Probation IV may not pre-register for the next term but will be permitted to register after grades are posted for the current term. The student must seek course advisement with his/her Faculty Advisor. A restriction will be placed on the student record until the student presents evidence of advisement by the assigned faculty advisor. Student Services staff will remove the restriction so the student may register once required advisement has been verified.

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Suspension II Status (after four terms of probation and one term suspended)

Students who do not maintain a 2.0 cumulative grade point average after Probation IV status will be immediately placed on Suspension II. Students will not be permitted to continue enrollment at the College. Students in this status may petition a Re-Admissions committee in writing. If it is approved, the student may re-enroll with guidelines established by the committee. If the petition is denied, the student may appeal to the College President. The President's decision is final. The Re-Admissions committee will consist of the past and possible future applicable Academic Program Coordinator(s), the Academic Dean (s) for the past and possible future applicable programs.

After the second suspension, the student may not enroll at the college for a period of 5 years. If the student desires to return after this time, he/she must petition to a Re-Admissions committee to return to the College.