

Procedure Title: Academic Probation, Suspension & Disqualification

Impact: Students

Responsibility: Instructions and Student Services

Effective Date: 6/24/2015

Revised Date:

Reviewed Date:

Relates to Policy(s): 5.02

Legal Citation(s):

Notification of students on probation, suspension or disqualification will be made by NIC after final grades are posted each semester. These notifications will include steps which must be taken as outlined below to continue registration or to petition for reinstatement in adherence with such deadlines as established by the college. These deadlines will be published as part of the college calendars and schedules to help ensure timely consideration of petitions, decision making and student registration, if permitted.

NIC will also send notification identifying the designated advisor who will help ensure that students on probation, suspension, or reinstated from disqualification have participated in and are prepared to follow a plan to achieve good standing, which may include using specified campus resources. As appropriate, the advisor will also assist the student with other steps that must be successfully completed before being eligible and approved to register.

The forms necessary for students to petition to the Admissions and Academic Standards Committee will be maintained and made available to students and the college community by the committee.

Students who are not in good academic standing are separated into three main categories; probation, suspension and disqualification as defined below.

A. Academic Probation

Students whose cumulative GPA is below a 2.00 will be placed on academic probation. Students on probation who earn a semester GPA of at least a 2.00, will be placed on continued probation until their cumulative GPA is at least a 2.00. Students on probation who do not earn a semester GPA of at least a 2.00, will be placed on academic suspension.

B. Academic Suspension

Students who have been placed on academic suspension must sit out one semester, summer not included, or petition to the Admissions and Academic Standards Committee to return the following semester. Students approved for reinstatement must abide by any conditions established

by the Admissions and Academic Standards Committee. Students on academic suspension who sit out a semester must develop an academic improvement plan and be approved to register by a designated advisor. Suspended students who earn a semester GPA of at least a 2.00, will be placed on continued suspension until the cumulative GPA is at least a 2.00. Suspended students who do not earn a semester GPA of at least a 2.00 will be placed on academic disqualification.

C. Academic Disqualification

Students who have been placed on academic disqualification must petition to the Admissions and Academic Standards Committee in order to return to NIC. Students approved for reinstatement must abide by any conditions established by the Admissions and Academic Standards Committee. Disqualified students who earn a semester GPA of at least a 2.00, will be placed on continued disqualification until the cumulative GPA is at least a 2.00. Disqualified students who do not earn a semester GPA of at least a 2.00 will be ineligible to continue their studies at NIC and must petition the Admissions and Academic Standards Committee to be considered for reinstatement.