

**GRAYS HARBOR COLLEGE**  
**Administrative Procedure**

**Subject: SCHOLASTIC STANDARDS**

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**Administrative Procedure Number: 405.1**

**Date adopted: 3/16/04, 11/17/04, 4/3/06, 4/22/13, 3/12/14**

(Originally Board Policy 405 adopted 5/23/76 and revised 11/81, 1/18/94 and 4/27/97)

Students whose names appear on the President's List are recognized for high academic achievement.

Low scholarship status is a warning to students to improve their educational performance. It also emphasizes that the student should, where appropriate, undertake basic skills course work or seek help from instructors and/or counselors. The vice president for student services will be responsible for developing appropriate support strategies for students on low scholarship.

These standards also serve as minimum levels of progress for veterans enrolled at Grays Harbor College.

These standards are not used as minimum levels of progress for financial aid recipients enrolled at Grays Harbor College.

**A. HIGH SCHOLARSHIP RECOGNITION**

Quarterly honor roll: A student who completes **12** or more credit hours of courses and earns a grade-point average (GPA) of 3.50 or higher in any one quarter will be listed on the President's List. The student transcript will be endorsed HONOR ROLL for that quarter.

Graduation honors: A student who receives an associate degree with a cumulative GPA of 3.50 or higher will be honored as a President's Scholar. The student transcript will be endorsed PRESIDENT'S SCHOLAR. On a one-time-only basis, transcripts are also endorsed GRADUATE WITH HONORS to recognize students who graduate in the top ten of their graduation year.

**B. LOW SCHOLARSHIP STATUS**

A student is considered to be on low scholarship status for one or more of the following reasons:

Current Students: (with 10 or more credits completed)

1. Failure to maintain a cumulative GPA of at least 2.00

**Step 1- Academic Warning**

The first time a student is on Low Scholarship. The student will receive written notification of this status including a description of campus support resources.

<b>Low GPA Warning</b>
The student will remain on Warning Status in subsequent quarters until the cumulative GPA is raised above 2.0, even though the quarterly gpa may be above 2.0.

## Step 2 - Academic Probation

\*If a student is on Warning Status and does not attain a cumulative GPA of 2.00 in a subsequent quarter, the student will be placed on ACADEMIC PROBATION.

Students will receive written notification of this status and will be advised to meet with their advisor or counselor to develop educational strategies to correct this pattern. The letter will also encourage students to take advantage of college support resources.

Low GPA Probation
The student will remain on Probation Status in subsequent quarters until the cumulative GPA is raised above 2.0, even though the quarterly GPA may be above 2.0.

## Step 3 - Academic Suspension

\*If a student is on Probationary Status and does not attain a quarterly GPA of 2.00 in a subsequent quarter, the student will be placed on ACADEMIC SUSPENSION.

The student will receive written notification of ineligibility to take classes for credit at Grays Harbor College for the next quarter (summers included).

Low GPA Suspension
When a GPA suspended student stays out the required quarter, and returns to school, (s)he will be on Probationary Status until the cumulative gpa is raised to 2.0 even though the quarterly gpa may be above 2.0.

As long as the quarterly GPA is at least 2.0 students may continue to re-enroll.

### Suspension Appeal:

A student who has been suspended may petition the Vice President of Instruction, in writing, for special reinstatement. If reinstated, academic restrictions may be imposed, including, but not limited to, reduced credits, specified courses, loss of priority registration, or mandatory participation in tutoring services.

## Step 4 - Academic Dismissal

A student will be dismissed following Academic Suspension and subsequent reinstatement by the Vice President of Instruction, if (s)he:

1. Completes one quarter of ten or more enrolled credits with a GPA of less than 2.00;
2. Accumulates ten or more credits with a GPA of less than 2.00;

3. Fails to meet the requirements of reinstatement defined by the Vice President of Instruction. Normally, failure to enroll in or withdrawal from courses approved by the Vice President of Instruction constitutes failure to meet the committee's requirements.

The student will receive written notification of ineligibility to attend classes at Grays Harbor College for credit.

A student on Dismissal Status will not be considered for readmission for at least one calendar year.

#### **C. APPEALS FROM ACADEMIC SUSPENSION OR DISMISSAL**

It shall be the responsibility of the president, or his/her designee, to provide appropriate appeals processes for students subject to Academic Suspension or Dismissal.

#### **D. REMOVAL FROM LOW SCHOLARSHIP STATUS**

A student is removed from Low Scholarship Status the quarter a cumulative GPA of 2.00 is obtained.

#### **E. EXCLUSIONS**

The only courses not subject to Low Scholarship Status are basic education courses, community special interest courses, and audit courses in which the student originally enrolled for audit.