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## 1.0 Definitions

### 1.1 Academic probation

A student of the Los Rios Community College District who has enrolled in at least twelve (12) semester units as shown by the official record, and has earned a grade point average below 2.0 in all units that were graded on the basis of the scale described in Section 1.1 of Administrative Regulation [R-7252](#) shall be placed on academic probation. (Title 5, § 55031, subd. (a))

### 1.2 Progress probation

A student who has enrolled in at least twelve (12) semester units as shown by the official academic record, and for whom the percentage of all units in which he or she has enrolled and for which entries of “W”, “I”, “NP” and/or “NC” as defined in Sections 1.2 and 1.3 of Administrative Regulation [R-7252](#) are recorded reaches or exceeds fifty percent (50%), shall be placed on progress probation. (Title 5, § 55031, subd. (b))

### 1.3 Academic Dismissal

A student on academic probation who earns a cumulative grade point average of less than 2.0, as shown by the official academic record, in all units attempted in each of three (3) consecutive semesters, which were graded on the basis of the grading scale described in Section 1.0 of Administrative Regulation [R-7252](#), shall be subject to dismissal. (Title 5, § 55033)

### 1.4 Progress Dismissal

A student on progress probation for whom the percentage of all units in which he or she has enrolled in at least three (3) consecutive semesters with entries of “W”, “I”, “NP” and/or “NC” as defined in Sections 1.2 and 1.3 of Administrative Regulation [R-7252](#) reaches or exceeds fifty percent (50%) shall be placed on progress dismissal. (Title 5, § 55033)

### 1.5 Terms of Enrollment

Enrollment includes fall and spring semesters, summer sessions, or intersessions.

## 2.0 Probation Intervention First Semester

2.1 Students who are placed on first-time academic or progress probation shall be notified of their status in writing (through transcript notation and/or electronic notice and/or letter) and, as a condition of enrollment, may include one (1) or more of the following intervention strategies for the next term of enrollment:

2.1.1 Attend an individual or group counseling meeting;

- 2.1.2 Be assigned a designated counselor;
- 2.1.3 Completion of basic skills assessment;
- 2.1.4 Development or review of a Student Educational Plan (SEP);
- 2.1.5 Enrollment in a designated college success class;
- 2.1.6 Enrollment in a unit load not to exceed twelve (12) units;
- 2.1.7 Participation in student support services;
- 2.1.8 Review of transcripts from other colleges;
- 2.1.9 Have a hold placed on the student records that would prevent the student from registering. To remove the hold, a counselor is required to forward the new/updated SEP to the College that placed the hold on the student's records.

### 3.0 Probation Intervention Second Semester

- 3.1 Students who are placed on academic or progress probation for the second semester shall be notified of their status in writing (through transcript notation and/or electronic message and/or letter) and, as a condition of enrollment, for the next term of enrollment may include one (1) or more of the following intervention strategies:
  - 3.1.1 Meet with a designated counselor to assess progress;
  - 3.1.2 Completion of basic skills assessment;
  - 3.1.3 Development or review of a Student Educational Plan (SEP);
  - 3.1.4 Enrollment in a designated college success class;
  - 3.1.5 Enrollment in a unit load not to exceed twelve (12) units;
  - 3.1.6 Participation in student support services;
  - 3.1.7 Application of repeat petitions and/or academic renewal.

### 4.0 Dismissal Intervention

- 4.1 Students who are dismissed will be notified of their status in writing (through transcript notation electronic message and/or and/or letter) and must complete the following, as a condition of enrollment, for their next term of enrollment:
  - 4.1.1 Respond to the actions outlined in the letter of dismissed status from the appropriate College administrator.

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- 4.1.2 Attend a group or individual counseling meeting to submit the petition for readmission and determine which of the following strategies should be implemented:
    - 4.1.2.1 review reason for lack of progress;
    - 4.1.2.2 completion of basic skills assessment;
    - 4.1.2.3 development or review of a Student Educational Plan (SEP);
    - 4.1.2.4 enrollment in a designated college success class;
    - 4.1.2.5 enrollment in a unit load not to exceed twelve (12) units;
    - 4.1.2.6 participation in student support services;
    - 4.1.2.7 application of repeat petitions and/or academic renewal;
    - 4.1.2.8 others as determined by the counselor.
  - 4.1.3 Students wishing to attend another College within the District may have the hold released by the new College upon approval for readmission.
  - 4.1.4 Must fulfill the process outlined in section 4.0 prior to readmission.
  - 4.2 Students must petition for reinstatement from dismissal no later than ten (10) working days prior to the new semester by completing a petition form and submitting it to the Vice President of Student Services or designee.
- 5.0 Board of Governor's Fee Waiver
- 5.1 Each College within the District shall inform students by prominently displaying and disseminating information about California College Promise Grant eligibility and student support services available to assist them in maintaining and reestablishing California College Promise Grant eligibility. Dissemination includes, but is not limited to, information provided in College catalogs and class schedules. (Title 5, § 58621, subd. (b))
  - 5.2 Students placed on academic or progress probation shall be notified of their status no later than thirty (30) days following the end of the term that resulted in the student being placed on academic or progress probation. The notice shall state that two (2) consecutive primary terms of probation will lead to loss of the California College Promise Grant until the student is no longer on probation. This notice shall also advise students about the available student support services to assist them in maintaining eligibility. (Title 5, § 58621, subc. (d)(1))
  - 5.3 Each College within the District shall establish written procedures by which a student may appeal the loss of the California College Promise Grant due to extenuating circumstances, or where a student with a disability applied for, but

did not receive, reasonable accommodation in a timely manner. (Title 5, § 58621, subd. (e))

- 5.4 Extenuating circumstances are verified cases of accidents, illnesses, or other circumstances that might include documented changes in the student's economic situation or evidence that the student was unable to obtain essential student support services. Essential student support services include, but are not limited to, services identified in the student education plan developed under Title 5, section 55524, and any services to which the student was referred pursuant to Title 5, section 55520. Extenuating circumstances also includes special consideration of the specific factors associated with Veterans, CalWORKs, EOPS, and DSPS student status. (Title 5, § 58621, subd. (e))
- 5.5 Students who have demonstrated significant academic improvement may retain or appeal the loss of the California College Promise Grant. Significant academic improvement is defined as achieving no less than the minimum grade point average and progress standard established in Title 5, section 55031 (a). (Title 5, § 58621, subd. (e))
- 5.6 A student who successfully appeals the loss of enrollment priority shall also have California College Promise Grant eligibility restored. (Title 5, § 58621, subd. (e))

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(Cross Reference [R-7252](#))

LRCCD

Adm. Regulation Adopted: 1/18/67  
Adm. Regulation Revised: 3/15/72; 11/19/80; 2/10/82; 3/24/82; 1/24/96; 11/26/01; 7/8/02;  
4/28/08; 4/27/09; 9/28/15;12/10/18  
Adm. Regulation Reviewed: 9/28/15;12/10/18  
Board Policy: [P-2231](#)