

# **ACADEMIC PROGRESS PACKET**



Great Lakes  
Christian College

Intellectual, Spiritual & Personal Growth

## Academic Progress (green status)

Green means good to go!  
Semester & overall GPA = 2.0+

## Academic Alert (yellow status)

- Regular meetings with SSO for two semesters
- Must meet with SSO to make **action plan** by end of 1<sup>st</sup> week of new semester
- Failure to follow the action plan will result in academic review and possibly suspension.

## Beginning Academic Progress (blue status)

- Must meet with SSO to make **action plan** by end of 1<sup>st</sup> week of new semester
- Must meet with SSO at least 1X a month
- Students who achieved 2.0 GPA for a semester but remain below 2.0 overall GPA will continue meeting with SSO 2X a month

## Academic Probation (orange status)

- Yellow items continue plus...
- Ineligible** for sports and other extra curricular activities
- Credit loads may be limited
- Failure to follow the action plan will result in academic review and possibly suspension.

## Academic Suspension (red status)

- Enrollment suspended for one semester
- See SSO for instructions about how to apply for readmission after suspension
- Readmitted students will automatically begin at orange status

## ACADEMIC PROGRESS Color Coded Flow Chart

Student Success Office = SSO

## ACADEMIC PROGRESS POLICY (from the Catalog)

*In order to remain in good standing, students must be making academic progress in their studies. Academic progress means that a student maintains both an average of 2.0 for each semester and an overall GPA of 2.0. Students who are not making academic progress will receive support as described below.*

### DESCRIPTION OF STATUSES & PROCEDURES

#### **Academic Alert (yellow status)**

If you have not maintained a 2.0GPA (whether for the semester or overall), you will receive an *Academic Alert*. Reach out immediately to the *Student Success Office* to *make a plan*. The sooner you reach out, the sooner you can get going on your plan. At latest, meet with the Student Success Office by the *end of the first week of classes in the next semester*. If you do not meet with the Student Success Office by then, you will face possible suspension, based on the recommendation from the Student Success Office. Make sure to schedule that meeting and attend it!

The plan responds to your specific needs and situation. It includes a scheduled weekly check-in with the Student Success Office. Plans might also include two hours of tutoring, a monthly check-in with your academic advisor or another professor for mentoring, taking the Academic Success or Academic Advancement courses, and/or limits on credit loads.

Once your plan is in place, *make progress through it* by attending your meetings and keeping in touch with the Office. If you miss two or more meetings without making alternative arrangements, you will face possible suspension. Stay in contact with the Student Success Office, and let people know if you cannot make a scheduled meeting.

At the end of the semester, the Academic Standing Committee will evaluate your progress and notify you of your new status. If you achieved a 2.0, congratulations! You are now considered to be BLUE status and are on your way to green! If you have not achieved a 2.0 for the semester, you will be on ORANGE status (academic probation).

#### **Beginning Academic Progress (blue status)**

If you achieved a 2.0 for the previous semester, congratulations! You are on your way to success. For this next semester, make sure to make a plan with the Student Success Office *by the first week of classes*. If you do not reach out to the Student Success Office by then, you will still face possible suspension.

**Overall GPA is still under 2.0?** Meet with the Office at least twice a month this semester and follow the plan's other steps!

**Overall GPA now at or above 2.0?** Check-in with the Office at least once a month this semester and follow the plan's other steps!

Once your plan is in place, *make progress through it* by attending your meetings and keeping in touch with the Office. If you miss two or more meetings without making alternative arrangements, you may be suspended! Stay in contact with the Student Success Office, and let people know if you cannot make a scheduled meeting.

At the end of the semester, the Academic Standing Committee will evaluate each student's progress and notify students of their status. If you have successfully maintained a 2.0 overall and semester GPA,

congratulations! You are now at GREEN status for the following semester. Well done! If you have not achieved a 2.0, you will be notified about your status (likely either YELLOW or ORANGE).

### **Academic Probation (orange status)**

If you still have not been able to make progress after a semester on yellow status, you will likely be placed on Academic Probation (ORANGE status). At this point, you are *no longer eligible* to participate in extra-curricular activities (especially athletics), and your credit load may be limited. It is essential that you *meet* with the Student Success Office to create and follow your plan. If you miss two or more scheduled meetings or tutoring sessions with the Student Success Office and do not make alternative arrangements with the Office, you will likely be suspended.

Throughout the semester, the Academic Standing Committee and Student Success office will communicate about your progress. You may hear from members of the Committee during the semester. We want to encourage you and help you succeed. Please feel free to contact the Office and talk with faculty members to get help along the way.

At the end of the semester, the Committee and Office will follow the normal procedures. The Student Success Office will, as usual, make a recommendation about your status (usually either YELLOW or RED). You will know your status soon after grades are finalized, but, again, stay in touch with your advisor, class professors, and the Student Success Office throughout the semester.

### **Academic Suspension (red status)**

If you have not achieved a 2.0 after a semester on orange status, you will likely be suspended. The Student Success Office makes a recommendation to the Academic Standing Committee. You will find out your status shortly after grades are finalized. If suspended, you must wait at least one semester before applying to re-enroll. Please remember: missing planned meetings and not following the plan may result in suspension even if you were not on orange status.

We do not believe that suspension is the end of your story with GLCC. We suspend students who are not succeeding in order to prevent them from accruing debt, to allow them time to refocus, and to help them have space to manage life circumstances that might be getting in their way with school. After at least one semester has passed, please consider reapplying.

To reapply, submit a Readmission Application to the Admissions Office before the semester begins. You will also need to write an essay describing your plans for success should you be readmitted, which will be reviewed by the Academic Standing Committee and Student Success office. Finally, you will also need to meet with members of the Committee and Office for an interview. If you follow that process and the committee members are confident that you are ready for readmission, you may then re-enroll. Committee members will let you know about their reasons for their decision, in any case.

Once you have re-enrolled, you will automatically be placed on *orange status*. You will need to achieve *blue status* by the end of your first semester returning in order to enroll for the following semester.

## Commitment to Demonstrate Reasonable Progress

This is an agreement between the student and the Academic Standing Committee of Great Lakes Christian College to provide an assurance of reasonable progress for the current semester. This document records both parties' commitment to the agreed upon plan to help the student progress toward a degree program. The following requirements, if fulfilled, will allow this student to continue receiving education at Great Lakes Christian College.

The student will meet regularly with the Student Success department and develop a plan for academic success with the department. This student's plan includes the following [check those that apply]:

- ☐ Creating a daily/weekly schedule based on classes, work, extra-curricular activities, etc.
- ☐ Making goals concerning time management and study skills.
- ☐ Scheduling meetings with the Student Success department
- ☐ Scheduling and attending:
  - ☐ Tutoring labs at least 2 hours a week (you must sign in and sign out)
  - ☐ One-on-one tutoring appointments
  - ☐ Filling out and turning in Weekly Progress Reports
- ☐ Providing syllabi, homework assignments, and/or tests and other materials as requested by the Student Success department

Students will be refunded the \$250.00 remediation fee after successfully attending required tutoring sessions.

*Failure to comply with any portion of this agreement at any point in the semester may result in immediate suspension from all Great Lakes Christian College classes.*

The Academic Standing Committee agrees to provide whatever support possible to help our students achieve the goal of fulfilling this agreement and to hold them strictly accountable to this agreement.

**Semester and Year:**

\_\_\_\_\_  
**Student name (printed)**

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Dr. Samuel Long, Vice President of Academic Affairs**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Cindy Adams, Director of Student Success**

\_\_\_\_\_  
**Date**