

**TEXAS STATE TECHNICAL COLLEGE SYSTEM
SYSTEM OPERATING STANDARD**

No. ES.3.02	Page 1 of 3	Effective Date: 09/01/2003
DIVISION:	Educational Services	
SUBJECT:	Scholastic Standards	
AUTHORITY:	Minute Order #06-01	
SUBMITTED BY:	<i>Original signed by Francette Carnahan</i>	
TITLE:	Associate Vice Chancellor for Educational Advancement and Planning	Date: 03/05/03
APPROVED BY:	<i>Original Signed by Bill Segura</i>	
TITLE:	Chancellor	Date: 03/05/03

STATUS: Approved MC 12/13/02 Effective Fall 2003

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 Approved by BOR 01/27/01
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 Approved M/C 07/25/96
 Approved by BOR 11/18/85
 Approved MO 117-79 12/15/79

POLICY

It is the policy of Texas State Technical College to inform students of their scholastic standing in keeping with the following designations: Good Standing, Scholastic Alert, Scholastic Probation, and Scholastic Suspension.

PERTINENT INFORMATION

The Southern Association of Colleges and Schools requires that each institution clearly define and publish its policy regarding suspension and readmission of students for academic reasons.

DELEGATION OF AUTHORITY

The President has the authority and responsibility to establish college operating procedures sufficient to carry out the instructional policy. The Office of Admissions and Records has the responsibility of identification and notification of scholastic deficiencies or removals of deficiencies. The Program/Department Chair or Director of Counseling has the responsibility and authority to establish mutually agreed upon terms of probation.

OPERATING REQUIREMENTS

Good Standing: A student who maintains minimum 2.00 standards of progress cumulative and term grade point averages will be in good academic standing.

Scholastic Alert: A student in good standing whose standards of progress cumulative or term grade point average is below 2.00 at the end of an enrollment period will receive a scholastic alert. Scholastic alert is an early warning for the student to meet with a counselor or advisor prior to registration for assistance with academic problems. A student will continue on alert status by maintaining a standards of progress term grade point average of 2.00 at the end of the enrollment period. A student is removed from scholastic alert when the standards or progress cumulative and term-grade point averages are 2.00 or higher.

Scholastic Probation: A student whose standards of progress cumulative and term grade point averages fall below 2.00 at the end of a scholastic alert enrollment period is placed on scholastic probation. A student may continue on scholastic probation by achieving a minimum standards of progress term grade point average of 2.00 at the end of the enrollment period. A student is removed from scholastic probation when the standards of progress cumulative and term grade point averages are 2.00 or higher.

Scholastic probation is a serious warning that the quality of the student's work must improve in order for the student to continue enrollment in the college. Students on scholastic probation are required to meet with a counselor or advisor prior to registration and may be required to enroll in special programs or courses in order to improve grade point average. After counseling with Career Guidance staff, the student may be permitted to enroll in a new program while on scholastic probation.

Scholastic Suspension: Scholastic suspension occurs when a student on scholastic probation fails to maintain minimum academic standards. A student on scholastic probation who fails to achieve a standards of progress term grade point average of 2.00 or higher will be suspended for the next immediate enrollment period. A suspended student may appeal for a waiver of a suspension to the instructional dean or designee. Any student who is scholastically suspended will be permitted to reapply for admission after one term of scholastic suspension. A student who re-enters the college after having been suspended will be placed on scholastic probation status and will be subject to the minimum requirements governing scholastic probation.

PERFORMANCE STANDARDS

The effective execution of this System Operating Standard shall be measured by the following indicators:

1. Each college has on file and follows college operating procedures consistent with this System Operating Standard.
2. Students are notified each term whenever they are in good standing, placed on scholastic alert, placed on scholastic probation or scholastically suspended.
3. A student grievance concerning scholastic standards is processed according to established procedures.



COLLEGE OPERATING PROCEDURE

COLLEGE		Page 1 of
OFFICE OF RESPONSIBILITY:		
APPROVED BY:		
TITLE:		Date