

## Probation and Dismissal

### Definition of Terms

Units Attempted: A, B, C, D, and F (for calculation of GPA).  
Units Enrolled: A, B, C, D, F, W, I, P, and NP (for calculation of progress).

Consecutive Semester: The order shown on academic record including summer session.

Note: Non degree applicable course grades are not included in calculating the GPA for a degree.

### Academic

Academic Probation: Cumulative GPA under 2.0 with 12 or more cumulative units attempted.

Removal from Academic Probation: Cumulative GPA 2.0 or better.

Academic Dismissal Status: Three consecutive semesters of Academic Probation unless most recent semester GPA is 2.00 or higher.

### Progress

Progress Probation: With 12 cumulative units attempted, 50 per cent or more are W, I, and/or NP.

Removal from Progress Probation: Cumulative units completed are more than 50 per cent of cumulative units attempted.

Progress Dismissal Status: Three consecutive semesters of Progress Probation unless most recent semester student completes 50 per cent or more of attempted units.

## Notification of Probation and Dismissal

Students on probation or dismissal are notified as soon as possible but not later than the end of the following term.

A registration hold will be placed on a student's record in the event that the student has been dismissed from the college due to poor academic standing. The student may request reinstatement by meeting with a counselor and developing a plan for improvement of his/her grades.

## Reinstatement for Academic or Progress Dismissal

A student may appeal his/her dismissal status by making an appointment to see a counselor prior to the deadline date that is stated in the letter of notification. The Director of Enrollment Management will review all appeals for possible reinstatement. If reinstated, a student is subject to continued probation and dismissal policies.

## Credit Accepted at Los Medanos College Other College

Lower-division credit from any educational institution accredited by the United States Regional Accrediting Association, as listed in the American Association of Collegiate Registrars and Admissions Officers Publication may be accepted.

## Military Experience

- 1) Applicable lower-division credit for verified completion of special military schools, as recommended by Guide to the Evaluation of Educational Experiences in the Armed Services, published by American Council on Education.
- 2) Six elective semester units will be granted toward the associate degree for honorably discharged veterans, provided the elective credit applies toward the student's educational objective. The credit will be granted upon verification of completion of a basic or recruit training program with the United States Armed Forces.

## Credit by Examination

Credit by examination may be granted to eligible students, as authorized by California Administrative Code, Title V, Sections 55750 and 55752, and Board Policy 4001. The credit by examination process provides an alternate means of receiving credit for designated courses offered at Los Medanos College (LMC). Exams may be taken during the first three weeks of the semester.

### Eligibility:

- 1) The student must be currently enrolled at LMC.
- 2) The student must have completed a minimum of six units in good standing (overall 2.0 GPA) at LMC.
- 3) The student may make only one attempt of credit by examination, per course.
- 4) The student may be approved for no more than 30 units of credit by examination.
- 5) Courses that may be challenged will only be those that are on the approved credit by examination list, available in the Admissions Office or on the LMC website.

### Credit and Grades:

- 1) Units for which credit is granted will not apply toward a student's unit "load" for purposes of eligibility for VA benefits, financial aid, athletics, or residency units, required for an associate degree.
- 2) The amount of credit granted will be consistent with units posted for the designated courses in the college catalog.
- 3) Credit by examination is evaluated on a pass/no pass basis. No letter grade will be given.
- 4) Successful passing of the challenge exam will be noted on the student's academic record as "CR BY EXAM."

### Procedures:

- 1) Student submits petition for credit by exam to the Admissions Office.
- 2) If the student is eligible, the petition form is forwarded and the student is referred to the area dean.
- 3) The credit by exam fee is payable at the Admissions Office, upon determination of eligibility. The fee is the same as if the student were enrolling in the course.
- 4) The dean and/or department chair will arrange for testing and, once completed, return the petition form to the Admissions Office.
- 5) Examination results will be entered on the student's academic history.