A. **UHCCP #____ Satisfactory Academic Status**

**I. Purpose**

The purpose of the policy is to enhance a supportive learning environment and promote student achievement (movement through the institution) throughout the University of Hawai‘i Community Colleges.

The policy identifies levels of academic status shared and honored by all UH Community Colleges that are based upon student achievement through successful course completion for all degree-seeking students. The policy brings into alignment Academic Status and Financial Aid Status (e.g. a student who has failed to meet financial aid status will not receive incongruent message that he/she is academically in good standing.)

**II. Related University and other Policies and Regulations**

**III. Responsibilities**

The Chancellor is responsible for ensuring that the college develops a Satisfactory Academic Progress policy that is in compliance with the elements and procedures of the UHCC policy.

**IV. Procedures**

A. Each college will use the following levels of academic status:
   i. Satisfactory Academic Status -- Good Standing
   ii. Academic Warning
   iii. Academic Probation
   iv. Academic Suspension
   v. Academic Dismissal

B. Status will be calculated based on successful completion of 67% of total credits attempted for the term AND of a term and cumulative Grade Point Average of 2.0 or higher.
   i. In calculating GPAs for purposes of this policy, the College’s grading system shall be observed. Classes attempted and for which a grade of “N/NC/NP (or equivalent), “W”, “DR” (or equivalent) will be considered as failing when calculating total credits attempted and credits completed.
ii Term and cumulative GPAs will be calculated after repeated courses have been noted on a student’s academic record and according to the college’s policy on repeated grades.

C. Status will be calculated along with the end of term grade process for each semester and will be noted on the academic transcript.

D. The college shall inform, in writing, any student who is not making satisfactory academic progress as soon as practical after term grades have been reviewed and the appropriate action has been taken. The mailing address on file for the student will be used. If the Academic Status action results in the student no longer eligible to be enrolled and the student has pre-registered and/or paid, the registration will be automatically cancelled and payment received will be returned to the source of funding.

E. Each college will incorporate inescapable support/counseling and/or supplemental instruction for degree-seeking students on Probation, Suspension, and/or Dismissal tailored to the student’s academic program and educational objective.

F. The college policy will include an appeal process and time line for appeals. The college may set different levels/positions of appeal for Suspension and Dismissal. The authority for final decisions rests at the college.

G. When a student has been placed on Academic Probation, Academic Suspension, or academic Dismissal, such action shall be permanently indicated on the student’s academic (transcript) record.

V. Assessment of the Process

The Office of the Vice President for Community Colleges, under the leadership of the Associate Vice President Academic Affairs, will convene the Vice Chancellors/Deans Academic Affairs and Student Services to review the policy and process in each evenly numbered fiscal year. Each college will provide data for the prior two years including the number of students who did not meet satisfactory academic progress, the number of students who moved from unsatisfactory to satisfactory status, and the number of students who completed their academic program. The review will include support/innovation strategies and best practices. Additional reviews at the requested of the OVPCC or the Vice Chancellors/Deans may be held more frequently.