



CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS ADMINISTRATIVE POLICY MANUAL

<Division>

Approved By: <Office Use Only>
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Policy on Academic Probation

Purpose: To increase student retention by requiring advising from the Advising Center for students on probation.

Background: The following background information came from the Enrollment Management Committee:

The letter from the dean's office that informs students they are placed on probation, and which asks them to visit the advising center, will state that they have a hold placed on future course registration. In a mailing that already goes out, Academic Advising in the future will inform probationary students of the dates and times of group workshops that will be available to assist them in removing themselves from probation. Both the advising center and faculty advisers will have the ability to remove holds. The advising center will conduct a workshop for faculty advisers on effective advising for probationary students. The number of students CI has placed on probation, and especially the number of 2003 freshman who went on probation, justifies this strategy. At the end of fall 2003 semester, 65 of the 151 students placed on probation were freshman. Overall, of the 151 students on probation last year, 56 were disqualified after spring 2004. There are costs associated with a mandatory advising requirement. But there are greater costs associated with losing students whom otherwise might be retained. The policy is supported by the Advising Center.

Accountability: Academic Affairs, Advising Center

Applicability: Students

Policy:

Academic Probation: An undergraduate student is subject to academic probation if at any time the cumulative grade point average (GPA) in all college work attempted or the cumulative GPA at CSUCI falls below 2.0. Probationary students will be advised of their status at the end of the semester. The communication will include conditions for removal from probation and the circumstances that would lead to disqualification. All probationary students are required to receive academic advising no later than the second week of the following semester. Students shall be removed from academic probation once they have received such advising and both the cumulative GPA in all college work attempted and the cumulative GPA average at CSUCI are at least 2.0 or higher.