



# **ADMINISTRATIVE**

# **PROCEDURE**

**4250**

**DESERT COMMUNITY COLLEGE DISTRICT**

## **PROBATION**

### **Notification of Probation**

Each student is entitled to be notified of his/her/their academic difficulty and the availability of college support services to respond to the academic difficulty before the student is dismissed. Notification will consist, at a minimum, of the following: At the end of the semester in which the student's grade point average falls below 2.0 in all units attempted, a notice that the student is on probation shall be sent to the student informing him/her/them that he/she/they is on academic probation. "All units attempted" is defined as all units of credit for which the student is enrolled in at the community college that they attend.

If the student receives symbols of "W," "I," or "NP" in 50% or more of all units in which a student has enrolled, the student shall be placed on progress probation.

At the end of the third consecutive semester in which the student is on academic or progress probation, a notice that the student is subject to dismissal will be sent to the student informing him/her/them that he/she/they is subject to dismissal.

### **Probationary Letter**

The letter notifying the student of probation will cover, at a minimum, the significance of being on probation and description of the services available.

A student who is on academic probation and earns a semester grade point average of 2.0 or better shall not be dismissed as long as this minimum semester grade point average is maintained.

A student on progress probation because of an excess of units for which entries of "W," "I," and "NP" are recorded shall be removed from probation when the percentage of units in this category drops below 50%.

### **Probation, Dismissal, Readmission Data Reporting**

In consultation with the Office of Admissions and Records, the Superintendent/President shall develop and provide to the Board for review an annual report of the number of students who were placed on probation, dismissed, and reinstated. This report must disaggregate the students by race, age, gender, or any other characteristic identified by the Board.

### **References: Title 5 Sections 55031 - 55034**

Administrator: VP Instruction

Executive Cabinet Review/Approval: September 26, 2023

Educational Policies and Practices Committee, 1<sup>st</sup> Reading: October 5, 2023

Educational Policies and Practices Committee, 2<sup>nd</sup> Reading: November 2, 2023  
All Faculty Senate, 1<sup>st</sup> Reading: November 9, 2023  
All Faculty Senate, 2<sup>nd</sup> Reading: December 14, 2023  
College Planning Council Review/Approval, 1<sup>st</sup> Reading: February 9, 2024  
College Planning Council Review/Approval, 2<sup>nd</sup> Reading: February 23, 2024  
Board Meeting/Information Item: March 15, 2024  
Next Review: March 2029