

Technical changes to align with wording used in BP/AP 4250 Probation, Disqualification, and Readmission.

## **Revised – GCCCD Procedure**

DCEC Approved–9/24/12  
DEC Reading–10/8/12

### **AP 4255 Disqualification ~~and Dismissal~~**

Reference: ***Title 5 Sections 55033 and 55034***

Date Issued: July 10, 2012

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In compliance with Title 5 Regulations, the Grossmont-Cuyamaca Community College District (District) Chancellor shall establish administrative procedures regarding disqualification ~~and dismissal~~ of District students. These procedures will be developed in collegial consultation with the District's Academic Senates; and are intended to address District students whose grade point average (GPA) has fallen below 2.0 in courses receiving letter grades. The Chancellor shall ensure that these procedures include, but may not be limited to the following elements:

#### **Standards for ~~Dismissal Disqualification~~**

A student who is on academic probation shall be subject to ~~dismissal disqualification~~ if the student has earned a cumulative GPA of less than 2.0 in all units attempted in each of three consecutive semesters. A student who has been placed on progress probation shall be subject to ~~dismissal disqualification~~ if the percentage of units in which the student has been enrolled for which entries of "W," "I," "NC," and "NP" are recorded in at least three consecutive semesters reaches or exceeds fifty percent (50%).

#### **~~Dismissal Disqualification~~ Letter**

The letter notifying the student that he/she is subject to ~~dismissal disqualification~~ will cover, at a minimum, reference to this procedure, explanation of what ~~dismissal disqualification~~ means, procedure for reinstatement, and procedure to appeal the dismissal.

#### **Appeal of ~~Dismissal Disqualification~~**

The student has the right to appeal a ~~dismissal disqualification~~ action if the student feels that facts exist that warrants an exception to the ~~dismissal disqualification~~ action. The student must file the written petition of appeal to the Admissions and Records Office after the ~~dismissal disqualification~~ notification was sent. It is the student's responsibility to indicate on the petition a clear statement of the grounds on which continued enrollment should be granted and to provide evidence supporting the reasons. Petitions will be reviewed by the Petitions Committee.

The student will be continued on ~~dismissal disqualification~~ status until the Petitions Committee decides on the student's appeal.

The decision of the Petitions Committee will be communicated to the student in writing by the Admissions and Records Office. The Admissions and Records Office will notify the student of its action within 10 business days of receipt of the student's appeal. The student may appeal the decision of the Petitions Committee in writing and/or in person

If the ~~dismissal~~ disqualification appeal is granted, the student will be continued on probation for an additional semester. At the end of the additional semester, the student's academic record will again be evaluated to determine whether the student may be removed from probation, should be dismissed, or should be continued on probation.

**Fall ~~Dismissals~~ Disqualifications**

Special circumstances exist for ~~dismissals~~ disqualifications after the Fall semester due to the fact that students traditionally enroll before Fall grades are available. Subject to ~~dismissal~~ disqualification letters will be sent no later than late January informing students that:

- If they are enrolled in the Spring semester, their Spring registration will be revoked
- If they are not enrolled in the Spring semester, they have the right to appeal ~~dismissal~~ disqualification in accordance with the appeal process.

**Readmission after ~~Dismissal~~ Disqualification**

Students with ~~dismissal~~ disqualification status may be readmitted after one semester absence without a petition.