SECTION 1. PURPOSE

1.1 To establish and communicate criteria for student standards of academic progress.

SECTION 2. SCOPE AND APPLICABILITY

2.1 All students of Southern West Virginia Community and Technical College.

SECTION 3. DEFINITIONS

3.1 None.

SECTION 4. POLICY

4.1 A student at Southern West Virginia Community and Technical College must earn a cumulative grade point average of 2.00 or better to complete certificate or degree requirements. Failure to maintain this average during any semester involving credit hours attempted could jeopardize his/her progress toward meeting these requirements.

SECTION 5. BACKGROUND OR EXCLUSIONS

5.1 None.

SECTION 6. GENERAL PROVISIONS

6.1 Listed below is the cumulative grade point average which must be maintained, as determined through credit hours attempted:

<table>
<thead>
<tr>
<th>Credit Hours Attempted</th>
<th>Cumulative GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-11</td>
<td>Not considered</td>
</tr>
<tr>
<td>12-30</td>
<td>1.5</td>
</tr>
<tr>
<td>31-60</td>
<td>1.75</td>
</tr>
<tr>
<td>61 or more</td>
<td>2.00</td>
</tr>
</tbody>
</table>
6.2 If a student’s cumulative GPA falls below this scale, the Vice President for Academic Affairs shall place the student on academic probation for the next semester and shall so notify the student by letter. Copies will be forwarded to the Student Record’s Office and to the students’ faculty advisor to be placed in the student’s permanent file.

6.3 A student receiving financial aid or veteran benefits, having failed to maintain satisfactory academic progress, will be referred to the respective campus office responsible for administering these student service programs.

6.4 Conditions for repeating a class:

6.4.1 If a student earns a grade of “D” or “F” in any course taken no later than the semester term when he or she has attempted no more than 60 hours, and if she/he repeats this course one time only, the first grade shall be disregarded for the purpose of determining the student’s GPA, and the grade earned the second time this course is taken shall be used in determining his/her GPA.

SECTION 7. RESPONSIBILITIES AND PROCEDURES

7.1 The College’s veteran’s representative will complete Form 1999B for any student receiving veteran benefits who fails to meet standards outlined in this policy.

SECTION 8. CANCELLATION

8.1 None.

SECTION 9. REVIEW STATEMENT

9.1 This policy shall be reviewed on a regular basis with a time frame for review to be determined by the President or the President’s designee. Upon such review, the President or President’s designee may recommend to the Board that the policy be amended or repealed.

SECTION 10. SIGNATURES

<table>
<thead>
<tr>
<th>Board of Governors Chair</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>President</td>
<td>Date</td>
</tr>
</tbody>
</table>

Attachments: None.

Distribution: Board of Governors (12 members)
www.southernwv.edu

Revision Notes: November 2009 — Revisions reflect no substantial changes in procedure or documentation requirements.