



San Bernardino
Valley College

Probation Workshop (Level 1)

SBVC Counseling
Office



Probation Workshop Objectives

- Be able to determine if you are on Academic or Progress Probation?
- Understand the difference between Academic and Progress Probation?
- Know the steps to get off probation and return to good academic standing?
- Know what campus services and resources are available to help you stay off probation?

Academic Probation

- **How do I know if I am on academic probation?**
 - A student will be informed that he/she is on academic probation by email (check your campus email.)
- **What is Academic Probation**
 - Cumulative (Overall) grade point average in **12 or more units falls below 2.00** in all units attempted

Academic Probation Example

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ID Number:
Birth Date: _____

UNITED STATES

Course	Title	Grd R	Hrs Att	Hrs Cmpt	Grade Points	Course Dates	
SDEV 102	College to Career	A	2.00	2.00	8.00	08/18/08-12/17/08	
ENGL 015	Prep for College	W D	4.00	4.00	4.00	08/18/08-12/17/08	
MATH 952	Prealgebra	D R	0.00	0.00	0.00	08/18/08-12/17/08	
** Worth 4.00 credits but not degree applicable **							
Sort Term 2009001			Totals:	6.00	6.00	12.00	GPA = 2.0000
			Cumulative Totals:	6.00	6.00	12.00	GPA = 2.0000
ADJUS 101	Intro to Admin of	B	3.00	3.00	9.00	01/12/09-05/20/09	
ADJUS 102	Prncpls&Prcdrs of	F	3.00	0.00	0.00	01/12/09-05/20/09	
HTOT 137	Racial/Ethnc Grps	F	3.00	0.00	0.00	02/10/09-05/12/09	
M 952	Prealgebra	C	0.00	0.00	0.00	01/12/09-05/20/09	
** Worth 4.00 credits but not degree applicable **							
Sort Term 2009004			Totals:	9.00	3.00	9.00	GPA = 1.0000
			Cumulative Totals:	15.00	9.00	21.00	GPA = 1.4000
PE/I 108X4	Weight Training	IP	(1.00)			06/29/09-08/06/09	
POLIT 100	American Politics	IP	(3.00)			06/29/09-08/06/09	
Sort Term 2009005			Totals:	0.00	0.00	0.00	GPA = 0.0000
			Cumulative Totals:	15.00	9.00	21.00	GPA = 1.4000
TOTALS: CRED.ATT = 15.00			CRED.CPT = 9.00	GRADE.PTS = 21.00	GPA = 1.4000		

Your Counselor can assist you in learning to calculate and monitor your grade point average: 1) look for your Total Credit Attempted (=15), 2) look for the Grade Points (=21), and 3) divide 21 grade points by 15 credits, results in a 1.40 grade point average.

How is grade point average (G.P.A.) calculated?

- **Step 1: Total Units Attempted**
 - Sum of all units per class
- **Step 2: Calculate grade points.**
 - A =4 points B=3 points C=2 points
D=1 points F= 0 points
 - **Grade points = (Units per class) x (grade point for the grade you received)**
- **Step 3: Calculate G.P.A.**
 - **G.P.A. = Total grade points/Total units attempted**

Course	Title	Grd	Hrs Att	Hrs Cmpt	Grade Points	Course Dates
SDEV 102	College to Career	A	2.00	2.00	8.00	08/18/08-12/17/08
ENGL 015	Prep for College	W D	4.00	4.00	4.00	08/18/08-12/17/08

Step 1: 2 + 4 = 6 units attempted

Step 2:

a) 2 units x 4 (A grade in class) = 8

b) 4 units x 1 (D grade in class) = 4

c) 8 + 4 = 12 total points

Step 3: 12 point/ 6 units = 2.0 G.P. A.

Getting Off Academic Probation

- Cumulative grade point average **reaches 2.00 or higher**
- Otherwise, the student must do the following in order to return to **good academic standing**:
 - **Repeat**
 - Courses in which a grade of D, F or NP were received **may be repeated twice**.
 - A *Petition for Academic Exception* must be filed to repeat a class a second time. (SBVC Catalog).
 - **Academic Renewal**
 - Students who feel that past substandard grades earned from SBVC no longer reflects their current level of academic performance
 - Student may petition to have the grades from **any two semesters** eliminated from the computation of their total grade point average. (SBVC Catalog).

Academic Renewal Eligibility Conditions

- **Students must meet the following conditions for substandard grades:**
 - The substandard grades must have been earned during no more than two consecutive semesters of attendance at any accredited college
 - During the time the substandard grades were achieved, the student must have attended SBVC or any other accredited college and completed at least two semesters and at least 24 consecutive semester units with a grade point average of 2.50 or higher.
 - Of the units obtained since the substandard grades were achieved, only the last 24 units completed will be used to determine eligibility.
- **The student may not petition under these procedures more than one time.**

(SBVC Catalog).

Progress Probation

- **How do I Know I am on Progress Probation**
 - A student will be informed that he/she is on progress probation by email (check your campus email.)
- **What is Progress Probation**
 - When student has attempted at least 12 units AND
 - has received course completion symbols or W, I, and/or NP in 50 percent or more of these units

Example of Progress Probation

ID Number: _____
Birth Date: _____

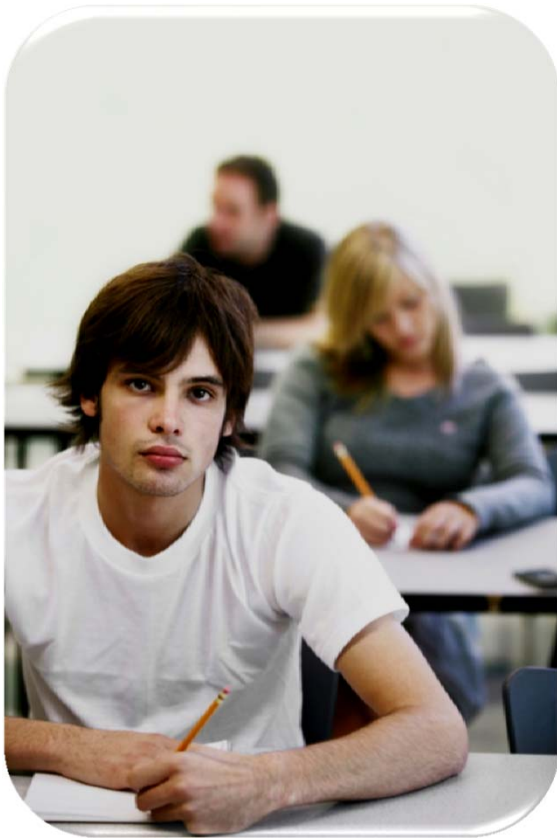
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course	Title	Grd	R	Hrs Att	Hrs Cmpt	Grade Points	Course Dates
NGL 015	Prep for College	W	D	0.00	0.00	0.00	01/14/08-05/22/08
ATH 952	Prealgebra	C		0.00	0.00	0.00	01/14/08-05/22/08
** Worth 4.00 credits but not degree applicable **							
IT 101	Intro to Computer	D		3.00	3.00	3.00	02/20/08-05/14/08
Sort Term 2008004				Totals:	3.00	3.00	3.00 GPA = 1.0000
Cumulative				Totals:	3.00	3.00	3.00 GPA = 1.0000
IST 101	U.S. Hist: 1865 to	W		(3.00)		0.00	05/27/08-06/26/08
EOG 110	Physical Geography	W		(3.00)		0.00	06/30/08-08/06/08
Sort Term 2008005				Totals:	0.00	0.00	0.00 GPA = 0.0000
Cumulative				Totals:	3.00	3.00	3.00 GPA = 1.0000
IST 101	U.S. Hist: 1865 to	W		(3.00)		0.00	08/18/08-12/17/08
EOL 101	Intro Physical Geo	C		3.00	3.00	6.00	08/18/08-12/17/08
RT 148	Beg Computer Graph	B		3.00	3.00	9.00	09/16/08-12/09/08
NGL 015	Prep for College	W		(4.00)		0.00	08/18/08-12/17/08
Sort Term 2009001				Totals:	6.00	6.00	15.00 GPA = 2.5000
Cumulative				Totals:	9.00	9.00	18.00 GPA = 2.0000
IT 080	Inside the Person	W		(3.00)		0.00	02/02/09-05/11/09
NGL 015	Prep for College	F		4.00	0.00	0.00	02/09/09-05/13/09
IST 137	Racial/Ethnc Grps	F		3.00	0.00	0.00	02/10/09-05/12/09
Sort Term 2009004				Totals:	7.00	0.00	0.00 GPA = 0.0000
Cumulative				Totals:	16.00	9.00	18.00 GPA = 1.1250

- The student has attempted 35 units and has received “W’s” in 16 units.
- Grade point average = 1.125.
- This student would be on both progress and academic probation.
 - “If the student on progress probation also has a grade point average of less than 2.00, he/she will not be allowed to register for additional courses until he/she meets with a counselor”

(SBVC College Catalog).

How do I get off Progress Probation?



- A student will be released from progress probation status
 - whenever more than 50 percent of all the units he/she has taken at the college have been completed with an assigned letter or P grade
- Talk to a counselor

(SBVC College Catalog).

Disqualification/dismissal

- A student on academic and/or progress probation shall be *dismissed* for one semester when one or more of the following conditions exists:
 - The student has earned a cumulative grade point average of less than 2.00 in all units attempted in each of the three consecutive semesters.
 - The student has received course completion symbols of NP, I, and/or W in 50 percent or more of the units for each of three consecutive semesters.
 - The student has received a combination of the two patterns listed above in each of three consecutive semesters

Student's Right to Appeal

- Students have the right to appeal their Progress Probation status, as well as their Academic Progress Probation status.
- A student may appeal his/her disqualification status
- Talk with an Academic Counselor
- Get documentation
 - For example, illnesses or family problems



(SBVC College Catalog).

Strategies to avoid probation

- See your counselor regularly
- Turn in Progress Reports on time
- Develop an educational plan
- Speak to your instructors
- Get tutoring



Strategies to avoid probation

See a Counselor

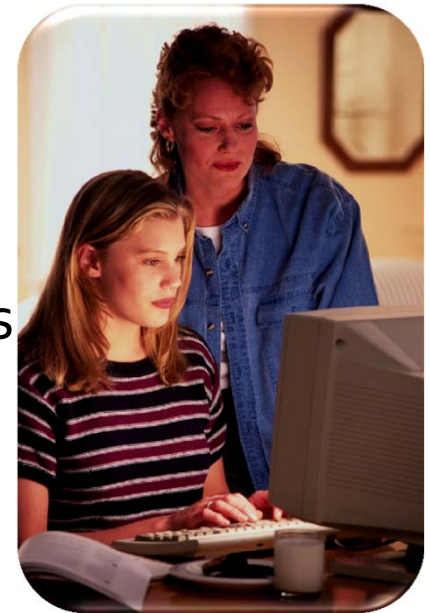
- Counselors provide valuable information
 - Develop an educational plan, a road map to help you stay on track and be successful.
 - Assist you by providing referrals to:
 - *Tutoring services, Writing Center, and the Health Center*
 - Help you with strategies to succeed
 - Help you decide when it's time to withdraw from a class

Strategies to avoid probation-- *Speak to your Instructor*

- If you are experiencing any of the following ***and*** you feel that these issues are affecting your attendance and/or ability to complete assignments
 - Family problems including domestic violence, homelessness
 - Work schedule changes you didn't know about before enrolling into the class
 - Health issues – illnesses, disabilities

Strategies to avoid probation -- *Speak to your Instructor*

- Depending upon the course and the instructor, the following are some of the ways the instructor may assist you:
 - Flexibility in turning in homework past the due date
 - Exception to their attendance policy
 - Provide referrals on and off campus to resources designed to assist you
 - Advise you that it is time to withdraw from the class prior to drop dates or failing a class.



Resources for Success I -- *The Student Success Center (PS-121)*

The Student Success Center offers individual and small group tutoring sessions free of cost for enrolled students.

Tutoring is available in

- math
- biology
- chemistry
- physics
- Computer science
- and more



Resources for Success II -- *The Writing Center (LA-201)*

The Writing Center offers

- one-on-one tutoring
- workshops
- online tutoring
- writing tips

Resources for Success III -- *The Reading Lab (LA-206)*

The Reading Lab offers

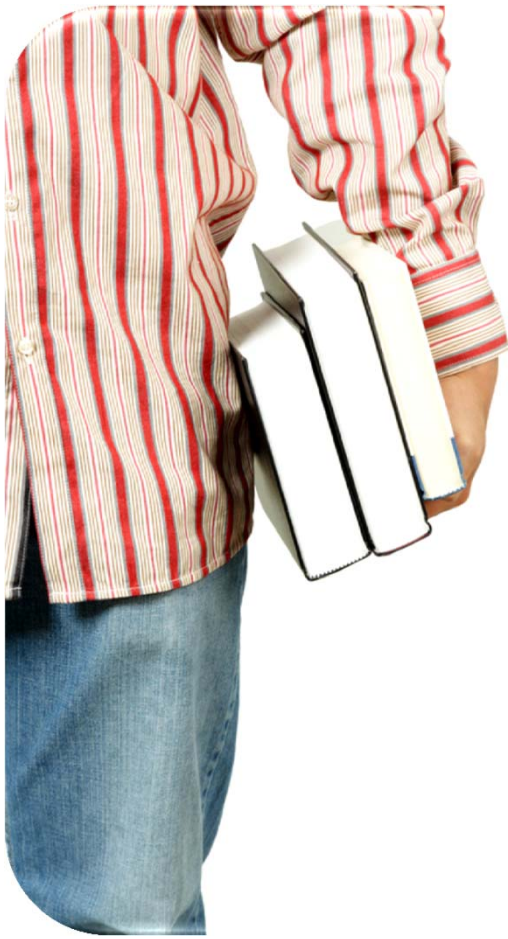
- one-on-one tutoring in reading and study skills
- workshops
- Instructional print materials
- Reading software
- General assessment using standardized reading tests

Progress Reports

- For Programs that require you to turn in a Progress Report, such as CalWORKs, EOPS, and STAR, be sure to follow their timelines for turning them in on time.
- Counselors assigned to these programs will typically review the Progress Report with you.



Key Points to Remember...



- See Your Counselor – early and regularly
- Develop an educational plan
- Talk with your instructors
- Get tutoring
- Use the Writing Center
- Keep documentation for any unusual situations – for example health problems

Certificate of Completion of Workshop for Probation Level 1

Name _____

SBVC ID Number _____

I have completed Level 1 Probation Workshop and understand:

- What is academic and/or progress probation?
- Why and how did I get on the probation?
- How can I improve my academic standing and get off probation?
- What learning resources and student services can I utilize to improve my academic standing?

Signature _____

Date _____

Please print this page, complete, sign and submit it to the Counseling Department @ AD/SS-103

*** Please move to the next slide.**

Online Probation (Level-1) Workshop Evaluation

Name _____

SBVC ID Number _____

Please print the evaluation below, complete, and submit it to the Counseling Department @ AD/SS-103.

		<i>1 Strongly Disagree</i>	<i>2 Disagree</i>	<i>3 Neutral</i>	<i>4 Agree</i>	<i>5 Strongly Agree</i>
1	The online presentation on probation was technologically easy to locate and navigate.					
2	The content of the presentation was easy to understand.					
3	Information in the presentation was clear.					
4	Questions I had about the level 1 probation status were answered in this presentation.					
5	The presentation held my attention to understand the topic well.					
6	There was a balance between pictures and written text in the presentation.					

Thank you for completing the workshop!