

## EdCAP Satisfactory Academic Progress Policy

In order to maintain Good Standing in EdCAP, students must:

1. **Earn Credit** during each quarter enrolled. Students earn no credit when all grades fall below a 1.0 GPA or formally withdraw from all classes.

Note: Credit for the following support classes does not apply: P.A.S.S./ Orientation (HSC 055), Integrated Learning/ homework help (BRDGE 55) & Re-engage (HSC 055).

2. **Attend all classes** and complete required attendance forms. If not, the student will not be able to take college level courses (100 level and above). If you are absent, tell instructors and advisers and make arrangements for makeup work.

Note: Students can be Instructor Dropped from their classes if they fall below 60% attendance/ participation.

3. **Respond** to communication from EdCAP Advisers and instructors when contacted.
4. **Pick up mandatory paperwork/ check in with adviser** prior to or by the 1<sup>st</sup> day of each quarter, in MUK 403.
5. **Comply with all policies** of Edmonds Community College, which can be viewed in full at:

<http://catalog.edcc.edu/content.php?catoid=48&navoid=13959>

Advisers can drop/withdraw students from their classes at any point in the quarter if these policies are not met. Students will receive a letter after each quarter to notify them of their Academic Standing.

**I HAVE READ AND UNDERSTAND THE ABOVE POLICIES AND WILL FOLLOW ALL REQUIREMENTS:**

Student Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

## Academic Review & Mandatory Break Policy

Students who do not earn credit (see #1) will be placed on Academic Review.

### Academic Review Requirements

REQUIREMENT	OUTCOME
Earn credit (see #1) during the Academic Review quarter.	If not, student will be asked to take a mandatory quarter off.
Attend and participate in mandatory Re-engage course.	<p>If a student falls below 60% attendance/participation in the first 10 days in Re-engage, they will be Adviser Dropped from <u>all classes</u> and must take the rest of the current quarter off. The student will return on Academic Review.</p> <p>After the 10<sup>th</sup> day students will remain in their schedule. However, if a student falls below 2.0 (or receives an Unsatisfactory or 'U' grade) in Re-engage AND earns no other credits during the quarter they will have to take the next quarter off.</p> <p>If a student earns a 2.0 or better in Re-engage but fails all other classes OR if a <u>student</u> withdraws from <u>all</u> classes due to an unforeseeable emergency- the student may appeal and <u>if approved</u>, return the following quarter. Otherwise, the student must take a quarter off.</p>

**Note:** Students are encouraged to meet frequently with their Adviser to receive consistent academic support and resources. We are here to help and want to support your needs!

**Quarter Off:** Students who do not earn credit during their Academic Review quarter must take a mandatory quarter off. To return, students must meet with their Adviser and follow the process outlined in their notification letter.