The following form can be filled out **Online**, printed for signatures, then mailed or faxed.

#### To fill out forms in Acrobat Reader:

- Select the "hand" tool.
- · Click on a line or in a box and begin typing.
- Check boxes can be clicked on or off.
- To move from one editable area to the next, use the tab key.
- If you prefer, the "Highlight Fields" option can be selected to show the editable areas on the form, and the zoom tool in the browser can be used to enlarge the form view.
- When printing the form, start with page 2 of this PDF document.
- For best results, we recommend the latest version of Acrobat Reader.



# Institute for Extended Learning ACADEMIC SUCCESS CONTRACT

☐ Colville	☐ Inchelium	☐ Ione	☐ Newport	☐ Pullman	☐ Republic	
Name:	First				14	
	FIRST			1I	Last	
STUDENT IDE	NTIFICATION NUMB	ER:				
Warning:	The first quarter that a student's quarterly grade point average (GPA) is below a 2.0, the student is placed on academic warning hold.					
Probation:	<b>Pation:</b> A student who is on academic warning and whose quarterly GPA falls below a 2.0 for the se consecutive quarter is placed on academic probation hold.					
Suspension:	A student who is on academic probation and whose quarterly GPA falls below a 2.0 a third consecutive quarter is placed on academic suspension hold and dropped from classes. The student may appeal this suspension.					
The terms of	your academic su	ccess cont	ract are as follow	s:		
1. Regu	lar, prompt classroc	m attendan	ce <u>and</u> class partic	ipation.		
2. Use of the student resources available through the IEL center I am attending.						
3. A min	nimum of a 2.0 quarterly GPA.					
4. Issue	Issues to be resolved: (check all that apply)					
	☐ Living arrangement		☐ Tra	☐ Transportation		
	☐ Medical problems		☐ Wo	☐ Work schedule		
	☐ Child care		☐ Oth	Other		
Proposed res	solution:					
When you atta	ain a quarterly GPA	of 2.0 or be	tter you will return	to good standing	J.	
Student Signature:				Date:		
Counselor S	ignature:			Date:		
			FOR OFFICE USE (	ONLY		
	Cor		d in SMS screen SM ed in SMS screen S o student			

CCS 9148 (10/10)

### **Academic Standards Process**

Community Colleges of Spokane's Academic Standards Policy is intended to support a successful learning experience for all students. Students enrolled in degree or certificate programs are expected to demonstrate satisfactory academic progress as defined by the following general policy requirements:

- Minimum Grade Point Average: Students must achieve and maintain the required grade point average.
- Degree/Certificate Completion: Students should complete the degree or certificate within the maximum credit limit.

Community Colleges of Spokane recognize the unique and diverse backgrounds and needs of students, and while all students are held to the same level of academic excellence, students with special circumstances may petition for special consideration. Students enrolled in special programs are also required to follow the requirements specified by their funding agency. In addition, students receiving federal and/or state financial aid must follow the Financial Aid Satisfactory Progress Policies (as revised 11-16-04).

## **Transfer Students**

Transfer students will be considered as new, incoming students.

## **Appeals Process**

The IEL has established a process for reviewing academic suspension appeals. A student who is notified of academic suspension may appeal this decision by submitting a petition to the Dean of Student Services for reinstatement prior to being dropped from classes or after sitting out one quarter. The student must show proof/documentation of circumstances over which he or she did not have control that led to suspension. The student may be reinstated or the appeal may be denied. Decisions are final. Students who wish to appeal, should contact the office of the IEL Dean of Student Services at (509) 279-6045.

#### Reinstatement

A student who is suspended may apply for reinstatement when the conditions of suspension have been satisfied. Reinstated students are readmitted on probationary status and must comply with conditions identified by the IEL for reinstatement.