

## SATISFACTORY ACADEMIC PROGRESS – ACADEMIC REQUIREMENTS

### **I. Purpose**

Western Dakota Technical College (WDTC) requires that all students maintain satisfactory academic progress toward the completion of a degree, diploma, or certificate.

### **II. General Statement of Policy**

A. Good Academic Standing – Students must maintain a cumulative grade point average of at least 2.0 on a 4.0 grading scale in order to remain in good academic standing and to graduate with a degree, diploma, or certificate. Students are responsible for their own academic standing and for seeking assistance when experiencing difficulty. The following are reviewed when determining that standards are met.

1. Courses for which a student receives a letter grade of A, B, C, D, F, and WF are considered credits attempted for scholastic index computation.
2. Courses for which a student receives a letter grade of A, B, C, and D are considered successful completion for scholastic index computation.
3. Remedial courses are included in scholastic index computation calculations.
4. Courses repeated are included in the scholastic index computation calculation. The highest grade is counted in the cumulative GPA.
5. Entire WDTC academic records are reviewed when considering satisfactory academic progress for all continuing, re-enrolled, reinstated, and transfer students.

B. Academic Probation – Students who achieve a cumulative GPA below 2.0 at the end of a term will be placed on academic probation. While a student is on academic probation, the student is expected to work to bring their GPA to an acceptable level. Failure to achieve a 2.0 GPA during the probation semester will result in academic suspension and dismissal from WDTC.

Students who achieve a 2.0 during the probation semester but fail to bring up their cumulative GPA to a 2.0 will remain on academic probation.

Students returning from academic suspension and those who ceased enrollment during a probationary semester will be placed on academic probation upon readmittance to WDTC.

C. Academic Suspension – Students will be placed on academic suspension for the following reasons:

1. Students on academic probation who fail to meet the requirements of academic probation will be placed on academic suspension.
2. Students who have a record of zero (0) attendance for twenty-one (21) consecutive calendar days will be administratively withdrawn from WDTC and placed on academic suspension.

Students must wait one full semester (fall/spring) before applying for re-enrollment. Upon applying for re-enrollment, students must meet with a Student Success Coach to complete a success plan.

D. Appeal – Students placed on academic suspension have the right to appeal.

Directions to complete the appeal process are located on the website at: <https://www.wdt.edu/current-students/student-forms>. The deadline to submit an appeal is listed on the official academic calendar on the WDTC website.

The appeal is initiated with a written petition submitted to the Registrar following notification of the academic suspension. All supporting documentation must be attached to the appeal. Failure to do so will halt the appeal process.

Upon receipt of the appeal request, the Satisfactory Progress (SAP) Committee will meet to review the appeal and issue a decision within five business days. The Registrar will, by phone or email, notify the student of the decision within one business day of the hearing.

Students who have been granted an appeal of their suspension will be placed on academic probation for their next term of enrollment and are strongly encouraged to complete a success plan with a Student Success Coach.

E. The Registrar's Office reviews academic performance after the end of each fall, spring, and summer semester.

F. The WDTC Student Handbook and the WDTC website will be reviewed annually to ensure Satisfactory Academic Progress – Academic Requirements information is readily available to students and is in compliance with all federal and state regulations.

### **III. Definitions**

A. Satisfactory Academic Progress is used to define a student who is progressing in a positive manner toward fulfilling requirements for the degree, diploma, or certificate in a given program of study. Satisfactory academic progress to meet academic requirements is the measurement of student performance as determined by grade

point average (GPA) in meeting the institutional degree, diploma, or certificate requirements.

- B. Grade point average or GPA is used as an indication of a student's academic achievement and is calculated as the total number of grade points received over a given period divided by the total number of credits attempted during the same period not including withdrawn ("W") or CE courses.
- C. Cumulative grade point average means the total number of grade points received over the student's enrollment at WDTC divided by the total number of credits attempted not including withdrawn ("W") or CE courses.
- D. Scholastic index computation is another name for grade point average and is used on the official transcript.

#### **IV. Reporting Procedures – None**

#### **V. Dissemination of Policy and Training**

- A. This policy shall appear on the WDTC website on the policy webpage and a reference to the policy shall appear in the WDTC Student Handbook.

Legal References: - None

Board Approved 10/15/2018; Committee Reviewed 12/8/2020; Committee Reviewed 4/28/2021; Committee Reviewed 6/1/2022; Committee Reviewed 3/18/2025