

# Sierra College

## ADMINISTRATIVE PROCEDURE

AP 4255

### Dismissal and Readmission

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|----------------|----------------------------------|
| Date Adopted:  | 2/01/2000                        |
| Date Revised:  | 4/28/2023                        |
| Date Reviewed: | 4/28/2023                        |
| References:    | Title 5 Sections 55033 and 55034 |

### STANDARDS FOR DISMISSAL

Students on academic and/or progress probation shall be subject to dismissal if they earn a cumulative grade point average of less than 2.0 in all units attempted in each of three consecutive semesters attended excluding summer. For the purpose of dismissal, “semester” shall be considered consecutive on the basis of the student’s enrollment after the drop date, as long as the break in enrollment does not exceed one full semester.

1. Students shall be notified of academic and/or progress dismissal as soon as possible after grades from the previous semester are posted.
2. Dismissal is posted on the student’s permanent academic record.
3. For purposes of determining whether a sufficient number of enrolled semesters for dismissal have occurred, any semester in which a student has withdrawn from all courses shall count towards consecutive semesters, excluding summer.
4. At the end of the third consecutive semester in which a student is on probation they will be subject to dismissal from Sierra College (unless the student has made satisfactory semester progress by earning a semester grade point average of 2.0 or higher).
5. If a student has already registered in classes for the subsequent semester they will be administratively dropped from all classes and disallowed from attending that semester (Spring, Fall).

### Dismissal Appeal

Exceptions to the standards of dismissal established under the Board Policy 4250 may be requested by the student, through a written appeal to the Dismissal Committee. The deadline for the written appeal will be seven (7) calendar days after the dismissal notice is sent to the student. If a student fails to file a written appeal petition by the deadline, that student waives all future rights to appeal the dismissal action. It is the responsibility of the student to indicate on the petition a clear statement of the grounds on which continued enrollment should be granted and to provide evidence supporting these reasons. The decision of the Dismissal Committee will be

final and will be communicated to the student in writing by the Dean of Student Services or designee prior to the start of the subsequent semester.

#### Dismissal Readmission

In order to be readmitted, a dismissed student will submit a “Dismissal Readmission Petition” form to be reviewed and signed by a counselor. Readmitted students may be held to a limit of units below 13 or to specific courses as approved by the counselor accepting the Dismissal Readmission Petition.

Students who have been dismissed two times will have their petitions reviewed by the Dismissal Committee described above and may have their readmissions postponed or denied if, in the judgment of the committee, the student has not presented sufficient evidence that the problems leading to the past dismissals have been rectified.

See Board Policy 4250