

REGISTRATION & RECORDS

Academic Standing

The academic standing of each Evergreen student is carefully monitored to ensure the full development of his or her academic potential.

Any student not making satisfactory academic progress, as defined below, is informed of his or her standing in the College and is advised accordingly.

Evaluation by faculty of student achievement formally occurs at the conclusion of programs, contracts, courses and internships. In addition, any student in danger of receiving less than full credit is so notified in writing at mid-quarter by his or her sponsor.

A student making unsatisfactory academic progress shall receive an **Academic Warning** and may be required to take a **Leave of Absence**.

Academic Warning

A student who earns fewer than three-fourths the number of registered credits in **two** successive quarters shall receive an Academic Warning, issued by the Office of Enrollment Services.

A student registered for six (6) quarter credit hours or more who receives **no credit** in any quarter shall receive an Academic Warning.

Such warning will urge the student to seek academic advice or personal counseling from a member of the faculty or through appropriate offices in Student Affairs.

A student shall be removed from Academic Warning status upon receiving at least three-fourths of the credit for which he or she is registered in two successive quarters.

Required Leave of Absence

A student who has received an Academic Warning, and while in **warning** status, receives either an Incomplete or fewer than three-fourths credit for which he or she is registered will be required to take a Leave of Absence, normally for one full year.

A waiver of Required Leave can be granted only by the Academic Dean responsible for academic standing upon the student's presentation of evidence of extenuating circumstances.

A student returning from Required Leave will re-enter on Academic Warning and will be expected to make satisfactory progress toward a bachelor's degree.

Failure to earn at least three-fourths credit at the first evaluation period shall result in dismissal from the College.

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