



Dual Credit Academic Probation Advising Packet

Students at South Plains College are placed or continue on Academic Probation after failing to achieve a 2.0 cumulative GPA (good academic standing) after semester grades are posted. Students who enroll while they are classified as being on academic probation **may continue to enroll** in succeeding semesters providing they achieve at least a 2.00 GPA each semester, even though their cumulative GPA is still below 2.00. Students will be removed from academic probation **only when they have raised their cumulative GPA to at least 2.00.**

A registration block is placed on the records of students on academic probation, preventing them from self-enrolling or changing an existing schedule. Students can still make payment arrangements and access an unofficial transcript on TexanConnect.

The process of the Academic Probation Advising program consists of completing the Academic Probation Exercise and meeting with your high school counselor and a staff member from the Dual Credit Office to discuss your educational plans and review your previous college coursework. If you are already enrolled for the upcoming semester, changes may be necessary depending on previous grades, high school graduation plan or degree plan requirements or other factors that impact your success.

The following steps are listed for students in their probation letter and are on the Admissions website.

STEP 1 – Complete and print out the Academic Probation Exercise. Review the attached Tips Flyer for more information.

STEP 2 – Once you have completed the Exercise, please contact your high school counselor and the Dual Credit Office to schedule an appointment or a conference call. Please bring your packet to the meeting.

STEP 3 – You, your high school counselor and a staff member from the Dual Credit Office will review your packet, and you will receive their recommendations including, but not limited to, limitation of number of hours, retaking courses for a higher grade, and timing of future enrollment with regard to high school graduation requirements and extra-curricular activities and employment.

STEP 4 – Continue to meet with your high school counselor and keep the Dual Credit Office apprised of any changes throughout the semester and any questions you might have. Please follow any recommendations made to ensure your successful return to good academic standing.



Dual Credit Academic Probation Tips

Preparing for the Advising Appointment or Conference Call

- Check your unofficial transcript on TexanConnect before you visit your advisor. Reflect on study habits/behaviors that affected your GPA to help set goals for the upcoming semester.

- If you failed one or more classes, and your major has not changed, consider re-taking them as soon as possible-this is the fastest way to improve your GPA.

- Consider taking fewer hours this semester.

Our research on SPC students shows that students who take fewer hours when on academic probation are more successful in course completion and GPA, and get off probation faster.

- Complete the Probation Exercise **before** your appointment.
 1. This exercise is important. It helps you and your advisor develop an Educational Success Plan.
 2. Take the time to reflect on the previous semester and focus on using your academic strengths to improve your grades.
 3. You can find the Probation Exercise on the Dual Credit website under Forms & Tools. If you have trouble locating the form please contact Dual Credit Office at 806-716-2340.
- If you already have a course schedule, you will still need to meet with your high school counselor and a staff member from the Dual Credit Office via conference call in order to discuss your Educational Success Plan.

Mr. Ryan Fitzgerald, Dean of Dual Enrollment & Distance Education, 716-2542
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Ms. JimAnn Batenhorst, Dual Credit Coordinator, 716-2503
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Mrs. Vanessa Olivo, Dual Credit Support Specialist, 716-2343
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Mrs. Kasey Reyes, Administrative Assistant to the Dean, 716-2341
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Above all, don't be afraid to ask questions - we are here to help!



Dual Credit Academic Probation Exercise

Name: _____ Student ID #: _____
High School: _____ Semester: _____

The most recent semester I completed _____ hours with a _____ GPA. My cumulative GPA is now _____.

Please check any of these obstacles that you have faced in your past semesters.

- | | | |
|---|--|---|
| <input type="checkbox"/> Time Management | <input type="checkbox"/> Stress Management | <input type="checkbox"/> Test Taking |
| <input type="checkbox"/> Procrastination | <input type="checkbox"/> Goal Setting | <input type="checkbox"/> Motivation |
| <input type="checkbox"/> High School Activities | <input type="checkbox"/> Mathematics | <input type="checkbox"/> Part-time Employment |
| <input type="checkbox"/> Concentration | <input type="checkbox"/> Reading/Writing | <input type="checkbox"/> Other - _____ |

What happened last semester that prevented you from performing to your full academic potential?

If you know any specific behaviors or actions that will help resolve the above factors/behaviors please let us know. Focus on what you know will be manageable and realistic.

List at least 3 strengths that will help you return to good academic standing.

Do you know how any future university admissions, scholarships or Financial Aid eligibility could be affected by your Academic Standing? Yes No

Other questions you have for us?

Next Step: Contact the South Plains College Dual Credit Office or your high school counselor to schedule an appointment to discuss your Academic Probation Exercise and classes for next semester.

Dual Credit contact information can be found at <http://www.southplainscollege.edu> under Degree Programs and Dual Credit.



Dual Credit Academic Probation Success Plan

Name: _____
High School: _____

Student ID #: _____
Semester: _____

As a student on Academic Probation, I understand that my continued enrollment at South Plains College depends on my academic standing. The following is part of my Educational Success Plan to obtain Good Academic Standing (GPA of at least 2.0).

Enroll, attend, and maintain satisfactory progress in the classes listed below:

- A. _____
- B. _____
- C. _____
- D. _____

I agree to follow-up with my high school counselor as well as the Dual Credit Office as needed. I will stay in close contact with my Dual Credit Instructors, meet or exceed course deadlines and follow all policies listed in the course syllabi.

If I plan to drop a class, I will visit with my high school counselor as well as the SPC Dual Credit Office prior to completing the drop.

If I intend to receive any type of Financial Aid in the future after high school graduation, I will visit with the Financial Aid office to find out how Academic Probation impacts Financial Aid – Satisfactory Academic Progress.

By signing below, I understand that I must attain a minimum 2.0 GPA this semester to obtain Good Academic Standing; otherwise, I will be placed on Academic Suspension, and be ineligible to enroll for the next semester.

Student's Signature _____ Date _____

High School Counselor _____ Date _____

SPC Dual Credit Office Signature _____ Date _____