Dual Credit Academic Probation Advising Packet

At South Plains College, students are placed on academic probation at the end of any term when a cumulative grade point average of at least 2.00 is not maintained in all college-level courses. A student may still enroll while they are on academic probation in succeeding semesters, provided they achieve at least a 2.00 semester GPA in each sequential semester. Students will be removed from academic probation only when they have raised their cumulative GPA to at least 2.0.

If a student is placed on academic probation, the student is expected to complete an Academic Probation packet, along with a meeting between the student and a member of SPC's Dual Credit Office. The results of this meeting may lead to the development of, or changes to, a student's educational success plan depending on the student's previous grades, their high school graduation requirements, or other factors which might impact their success in any upcoming college courses.

The following steps are listed for students on academic probation:

Step 1 – Students should print out the Academic Probation packet and review the attached "Academic Probation Preparation" flyer for additional information surrounding this process and the implications associated with being on academic probation.

Step 2 – Students will then complete the Academic Probation exercise and contact their high school counselor who will assist them in contacting the Dual Credit Office to schedule an online appointment or conference call. A student's probation packet will need to be completed and electronically submitted to the Dual Credit office prior to their official meeting.

Step 3 – Each student, their high school counselor, and a staff member from the Dual Credit Office will review the probation packet. Students will then receive recommendations from SPC's dual credit advising staff, that may include restricting the number of credit hours that may be taken in future semesters, or even retaking courses for grade replacement purposes.

Step 4 – Students will still be expected to continue meeting with their high school counselor throughout the semester, keeping the Dual Credit Office informed of any issues or questions that may arise while working through the education success plan that was prescribed prior to enrollment.

Dual Credit Academic Probation Preparation

In preparation for an upcoming Advising appointment or conference call, dual credit students should:

- Review their unofficial transcript on Texan Connect before visiting with an SPC staff member. Reflect on behaviors that might affect their GPA, to help them set goals and incorporate good study habits for the upcoming semester.

- Consider taking fewer hours in the upcoming semester…additionally, if the student has failed one or more classes, re-taking that coursework as soon as possible should be immediately considered – this is the fastest way to improve your GPA.

Research has shown that students who take fewer hours while on academic probation are more successful in completing their courses and raising their GPA.

Reminders:

- Be sure that the required Probation exercise is completed **before** the appointment. This exercise and time of reflection is important – it will assist the student's advisor in developing their Educational Success Plan.

- Each student, their high school counselor, and a member of the Dual Credit Office will review future courses selections, ensuring they directly map to the academic recommendations outlined in the student's Educational Success Plan.

Contact information for each dual credit advisor has been included below:

Ms. Victoria Bueno, Dual Credit Advisor, 806-716-2035
vbueno@southplainscollege.edu

Mrs. Susan Dietz, Dual Credit Advisor, 806-716-2005
sdietz@southplainscollege.edu

Ms. Wendy Enriquez, Dual Credit Advisor, 806-716-2046
wenriquez@southplainscollege.edu

Ms. Samantha Lopez, Dual Credit Advisor, 806-716-2614
sslopez@southplainscollege.edu

Ms. Shannon Peterman, Dual Credit Advisor, 806-716-2050
speterman@southplainscollege.edu

Dual Credit Academic Probation Exercise

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

In my 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.

☐ Time Management	☐ Stress Management	☐ Test Taking
☐ Procrastination	☐ Goal Setting	☐ Motivation
☐ High School Activities	☐ Mathematics	☐ Part-time Employment
☐ Concentration	☐ Reading/Writing	☐ 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: Visit with your high school counselor about the information you provided above. They will assist you in booking an appointment with a Dual Credit advisor to discuss your Academic Probation exercise and your schedule for next semester.

Dual Credit Academic Probation Success Plan

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