

Academic Recovery Policy and Procedure

In order to continue timely degree progression, it is critical for students to address unsatisfactory academic performance as quickly as possible. Students who did not pass one or more courses in a given term will be placed on Academic Recovery and will be notified via Academic Support Services. Academic Recovery also applies to students who are retaking a previously withdrawn course. In the immediate next spring or fall term after being placed on Academic Recovery, a recovery hold will be placed on the student's account and must be cleared prior to registration for the subsequent semester. Students must complete the following Academic Recovery Process to have the recovery hold lifted:

- Meet with the Academic Support Services Director within the **first three weeks** of the semester to discuss previous semester's coursework and identify challenges to academic success.
- Develop a plan for future success, which could include:
 - Regular meetings with an Academic Success Coach
 - Peer tutoring
 - Meeting with faculty during designated office hours
 - Attending exam review sessions
 - Connection to other campus support services
- Follow up meeting with Academic Support Services Director prior to priority registration (mid-October for fall and mid-March for spring) to review progress and lift advising hold.

Communication, at both the time of implementation and successful completion, of the success plan will take place between the student, their advisor and the Academic Support Services Director.