

## Satisfactory Academic Progress Policy Agreement

Federal Regulations require colleges to have a written standard of academic progress for students receiving VA educational benefits. The following are the academic standards that apply to Chemeketa Community College students:

**MINIMUM ACADEMIC STANDARDS:** Each term you receive GI Bill benefits, you must:

1. Achieve a 2.00 ("C" Average) Grade Point Average (GPA) or higher
2. Not receive a grade of "F" for any class you are receiving GI Bill benefits for
3. Students receiving an "Incomplete" will receive an accompanying letter grade (e.g., "ID" or "IF"). Failure to complete the class for which an incomplete is received **MAY RESULT IN A RETROACTIVE DENIAL OF BENEFITS.**

### SATISFACTORY ACADEMIC PROGRESS TERMINOLOGY:

1. **Good Standing:** You will be in good academic standing if you:
  - a. Are a new Chemeketa Community College student
  - b. Achieve a 2.00 GPA or better each term you receive GI Bill benefits
  - c. Receive no grade of "F" or Incomplete for any class
  - d. Were previously in a WARNING or DENIED status and you subsequently meet the requirements as outlined in paragraphs 1(b) and (c) above.
2. **Warning/Academic Probation Status:** You will be placed on academic probation if you:
  - a. Fail to achieve a minimum 2.00 GPA during any term you are a Chemeketa Community College student
  - b. Receive a grade of "F" or for any class you take for which you are receiving GI Bill benefits
3. **Denied Status:** You will be placed in a denied status if you:
  - a. Receive grades of "F" and/or "I" for **all** classes for which you are receiving GI Bill benefits
  - b. Have two consecutive terms during which you fail to achieve a minimum 2.00 GPA
  - c. Were already on academic warning and you fail to achieve a 2.00 GPA or receive **any** grade of "F" for **any** class you take for which you are receiving GI Bill benefits

Once in a denied status, you can no longer receive GI Bill benefits at Chemeketa. To clear a denied status you must complete a term at Chemeketa while not receiving GI Bill benefits, achieve a 2.00 GPA or higher, pass all of your classes, and enroll at the same status (full-time, 3/4 time, half-time, etc., for Chapter 30, 35, 1606 or 1607) or rate of pursuit (Chapter 33) as the term in which you achieved denied status. All classes you take must apply toward your Chemeketa degree or program.

**RETROACTIVE CERTIFICATION:** Students placed in a denied status who complete a term without receiving GI Bill benefits and clear their denied status as outlined above, may request retroactive benefits for the term in which they clear that denied status. It is the responsibility of the student to contact Chemeketa Veterans' Services and request this retroactive certification.

**INCOMPLETE GRADES:** A grade of "INCOMPLETE" may be requested by a student and is given at the course instructor's discretion when some essential requirement of the course has not been completed and additional time is granted for completion. A contract will specify the amount of time the student has to complete the missing coursework. Failure to complete the course will result in an assignment of the letter grade accompanying the Incomplete which may cause a retroactive DENIAL of benefits.

**APPEALS:** Students placed in a denied status who believe mitigating circumstances impacted their ability to meet the academic standards outlined above, have the right to appeal their denied status. Appeals **MUST** be in writing and be submitted within 30 days of the end of term. Appeal forms may be obtained from the Chemeketa Veterans' Services Office. Students granted an appeal **MAY** be placed on academic warning. Acceptable mitigating circumstances **may include, but are not limited to**, illness or death in the student's immediate family, illness or injury on the part of the student, an unavoidable change in the student's employment conditions, and unanticipated military service. Proof of mitigating circumstances should be included with any appeal form.

I have read and fully understand the Chemeketa Academic Progress Policy for students receiving GI Bill benefits:

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

K# \_\_\_\_\_

Date: \_\_\_\_\_