

Glendale Community College

4255

Administrative Regulation

DISMISSAL AND READMISSION

Dismissal

At the end of the third consecutive semester that the student is on academic or progress probation or a combination of both the student will be dismissed. The dismissal becomes effective at the beginning of the subsequent semester. However, a student dismissed at the end of the fall semester may enroll in winter term. A student dismissed at the end of spring semester may enroll in summer term. The student shall not be reinstated until at least one regular semester (fall or spring) has elapsed after the dismissal.

Notification of Dismissal

An electronic notification will be sent to the student that he/she is subject to dismissal. This notification will cover, at a minimum:

- reference to this procedure;
- explanation of what dismissal means;
- effective semester of dismissal;
- procedure for readmission; and,
- procedure to appeal the dismissal.

Appeal of Dismissal

A student who is to be dismissed may appeal the dismissal action by filing a petition with the Office of Admissions and Records. The written petition must include the unusual and documented circumstances that warrant an exception to the dismissal action. The petition must be filed with the time lines outlined in the electronic dismissal notification or the student waives the rights to appeal the dismissal action.

If the appeal is approved, the student shall be required to participate in a prescribed intervention and complete a contract, which shall include the maximum number of units in which he/she shall enroll. Failure to comply with terms and conditions of contract may result in a subsequent dismissal.

Re-admission to the College

A student will be allowed to re-apply to the College after an absence of one semester either fall or spring.

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DISMISSAL AND READMISSION - continued

Reference:

- Title 5 Sections 55033 and 55034

Adopted: 5/13/14