

AR 5014 Dual Credit

Satisfactory Academic Progress – Dual Credit

Referencing TBCC Board Policy 433 & Administrative Rule Number: D026

“Dual credit students” are defined as secondary students enrolled in TBCC-sponsored courses in partner high schools or TBCC program courses through the Expanded Options program. Tillamook Bay Community College dual credit students who are not making satisfactory academic progress will be provided with the opportunity to access services and resources designed to support learning and achievement of academic goals. The Satisfactory Academic Progress (SAP) policy is monitored after each term of enrollment in a TBCC-sponsored course or an Expanded Options course. Individuals not making satisfactory academic progress, as defined in TBCC’s Board Policy #433, may be denied continued participation in the Dual Credit program. Students have the right to appeal these sanctions following the college procedure.

Currently enrolled dual credit students must maintain Satisfactory Academic Progress (SAP) in the following two ways:

- A. Maintain a cumulative Grade Point Average (GPA) of 2.0 or higher AND
- B. Complete two-thirds (66.67%) of attempted credits per term.

Dual credit students will be classified in one of four levels of academic standing, based on their academic progress:

- A. Good Standing
- B. Academic warning/alert
- C. Academic probation
- D. Academic suspension

Dual credit students failing to achieve Satisfactory Academic Progress shall be alerted by the college and provided information regarding resources, as well as procedures designed to support improved academic performance.

The following rules also apply for dual credit students in Expanded Options courses:

- A. Incomplete (I) grades are considered as “failures to complete” unless and until changed to passing grades.
- B. If the Incompletes are awarded due to college or instructor delays in posting the grades, they will not affect a student’s Satisfactory Academic Progress status.

NOT MEETING SATISFACTORY ACADEMIC PROGRESS

Dual credit students who fail to maintain Satisfactory Academic Progress (SAP) shall be assisted by the college to return to Good Academic Standing. Unsatisfactory Academic Progress stages are as follows:

- A. **Warning** – When a student’s cumulative GPA drops below 2.0 and/or the student does not complete two-thirds (66.67%) of all attempted credits in a term, a Warning status is given. The student is required to meet with the Dual Credit Success Coach and the high school counselor and complete an approval form (including parent/guardian signature) before enrolling in a subsequent term. Local high schools may place additional restrictions or limitations on enrollment in addition to these measures.

- B. **Probation** – When a student's cumulative GPA is below 2.0 and/or the student does not complete two-thirds (66.67%) of all attempted credits for a second term, the student moves to Probation status. In addition to the Warning measures, the student will not be allowed to register in any dual credit, Expanded Options, or TBCC program courses until an appeal has been completed and the appeal has been approved.
- C. **Probation – Probation with Academic Plan** – A student who successfully appeals their SAP status will be placed on Probation status for one term. At the end of the Probation term, the student's academic standing and progress will be evaluated. If the student has a cumulative GPA of 2.0 or higher and has satisfactorily completed enough credits to complete two-thirds of their courses, Good Standing will be re-established for the student.
- D. **Suspension** – When a student does not meet SAP standards while in Warning or Probation status, the student moves to Suspension status. A student may appeal the suspension status by developing a career education plan and submitting an appeal, which will be reviewed by the Vice President of Instruction and the Vice President of Student Services. Suspension status is removed with approval by both administrators. If no career education plan and suspension appeal are filed or if the appeal is denied, the student will only be allowed to enroll in TBCC-sponsored dual credit courses or TBCC program courses after at least one year's suspension and with the completion of the suspension appeals process.

Approved: 4/25

Dual Credit Continued Enrollment Form



In order to continue enrollment in TBCC's dual credit program after an unsuccessful grade, students must have a conversation with their high school counselor and the dual credit success coach and complete the form below **prior to registration for the term.**

Name: _____ TBCC ID#: _____

Phone: _____ High school email: _____

High School: ☐ Tillamook ☐ Neah-Kah-Nie ☐ Nestucca ☐ Banks ☐ Rainier

Intended term to enroll: ☐ Fall ☐ Winter ☐ Spring Year: _____

Career/Degree Interest: _____

Reason for taking college courses: _____

Course(s) you plan to take: _____

What factors contributed to your unsuccessful grade(s) during previous terms?

What is your plan going forward? Please be as detailed as possible. Include what strategies you are going to use to be successful. (*Continue on the back if needed*)

Required signatures:

Student: _____ Date: _____

Parent/Guardian: _____ Date: _____

Counselor: _____ Date: _____

Success Coach: _____ Date: _____

Dual Credit Success Coach: Baylee Beutel, BayleeBeutel@tillamookbaycc.edu or 503.842.8222, 1151.