

ACADEMIC PROGRESS

Any student whose academic progress is deemed less than acceptable by his or her department may be referred to the Academic Standards Committee. The Committee considers all pertinent aspects of each individual case and recommends action to be taken by the Vice President of Academic Affairs. That action may involve, but is not limited to, a warning, academic probation, suspension from a specific program or from NHTI as a whole for a specified period of time, conditional probation or dismissal. Dismissal is permanent.

All credit courses, regardless of the grade received, are used for this calculation. Students entering with advanced standing should add their transfer credits to those credits earned at NHTI to determine their positions in the guidelines.

In addition, any matriculated student registered for two or more courses during any semester will be subject to review by the Academic Standards Committee.

Academic progress may affect financial aid. Check with the Financial Aid Office for more information.

Academic Warnings

At mid-semester, Academic Warnings are formally issued by faculty to students with grades of "C-" or below, "NP" or "PP." Warnings are submitted by faculty to the Registrar's Office from which formal mid-semester warning letters are emailed to students.

Warnings may also be issued at any time during a semester when deemed appropriate by faculty.

Academic Probation

Academic Probation usually will last for one semester only. The student's Department Head will recommend to the Committee if a student can take courses in their major field during the Academic Probation. Students placed on Academic Probation may be eligible to continue receiving financial aid if they meet the minimum GPA requirements. To ensure that adequate academic progress toward a degree is being made, the College also uses the following guidelines in determining which students are automatically brought to the attention of the Academic Standards Committee:

Total Credits Accumulated (GPA Hours)	Minimum Acceptable Grade Point Average
0-13	1.5
14-27	1.7
28-40	1.8
41 or more	2.0

Suspension

Suspension may be for any period of time established by the Academic Standards Committee, but must be for a minimum of one semester excluding the summer semester (unless the summer semester is required by the student's program). A matriculated student suspended from a program may not take major field courses during the suspension in either the Day Division or the Online & Continuing Education. Non-major field courses, however, may be taken in either division at NHTI. In

lieu of a department head or other faculty advisor, students under program suspension may seek course selection and academic planning help from the Academic Advising Office, Room 5103, Sweeney Hall. A matriculated student suspended from NHTI may not take any courses at NHTI. Students who have been suspended from the College or a program for academic reasons who wish to return must, prior to the completion of the suspension, apply for readmission by submitting a new application, with an explanatory letter, to the NHTI Admissions Office.

Guidelines for Suspension

Total Credits Accumulated (GPA Hours)	Minimum Acceptable Grade Point Average
0-13	.50
14-27	1.10
28-40	1.25
41 or more	1.50

Other Suspension Guidelines

- NP or F in clinic
- Academic Probation status for 3rd consecutive semester
- Violations of the Student Code of Conduct
- Failure to meet published technical standards

Conditional Probation Partnership

The Conditional Probation Partnership assists students whose cumulative GPA would, based on the above guidelines, be placed on program suspension. The Conditional Probation Partnership involves a contractual arrangement with the student that incorporates mentoring/counseling elements. A Department Head designates students for this program by making a recommendation to the Academic Standards Committee. Students are recommended on the basis of the Department's judgment that they could reasonably be expected to

achieve academic success with guided assistance and realistic academic goals. A contract is then forwarded to the student along with a letter from the Vice President of Academic Affairs explaining that in lieu of suspension the student is being given an opportunity to continue in the program, if he/she agrees to the conditions of the contract. The student must sign the contract and return it to the Academic Affairs Office by a predetermined date. If the student chooses not to sign the contract, status will be determined by the guidelines for suspension. A student who accepts the Conditional Probation contract but fails to abide by its provisions will be returned to suspension immediately and will not be eligible to apply for re-admission until the end of the subsequent semester.

Appeal of Suspension or Dismissal

A student who wishes to appeal an academic suspension or dismissal may do so by writing a letter of appeal to the Vice President of Academic Affairs, in accordance with procedures and deadlines outlined in the letter sent to each suspended and dismissed student informing them of their status. Appeal letters that are received by the required deadline are reviewed by the members of the Academic Standards Committee. In some cases, students may also be asked to appear in person before the Committee. The Academic Standards Committee will render a decision on the appeal

based on the information provided by the student and by the student's Department Head. Decisions of the Academic Standards Committee are final.

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