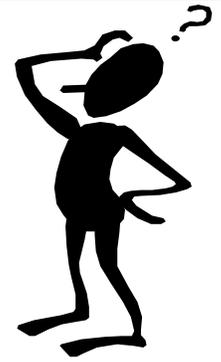


Student Success

Frequently Asked Questions



~FAQ~

If you are on probation 2 semesters or more your enrollment appointment and Board of Governors Fee Waiver (BOGFW) will be effected.

Question 1: *What is probation?*

Answer: There are two types of probation, **Academic** and **Progress probation**.

Academic probation occurs when a student has completed at least 12 semester units and the student's GPA falls below a 2.0 in all units taken at the college.

Progress Probation occurs when a student has attempted at least 12 units and the percentage of all units attempted reaches or exceeds 50 percent of all grades at Cerritos. Grades used to calculate attempted units include "W", "I", "NP", "NC" and all letter grades.

Question 2: *If I am on probation, what is my unit limit?*

Answer: If you are on academic probation, your unit limitation is based upon your grade point average. If you are on progress probation, the unit limitation is based on the percentage of units completed (completion rate). See the below chart.

Academic Probation		Progress Probation	
GPA	Unit Limitation	Completion Rate	Unit Limitation
0 – 1.25	4	0 -10%	4
1.26 – 1.50	7	10.1%-20%	7
1.51-1.75	10	20.01-30%	10
1.76 – 2.00	13	30.01-50%	13

Students who are on academic or progress probation for summer, will be limited to 4.0 units

Question 3: *How can I remove a unit limit hold on myCerritos?*

Answer: Your 'hold' will remain visible as a reminder of your unit limit but you will be able to enroll. This 'hold' will be removed just prior to the start of the term, however you unit limit will still apply.

Question 4: *How can I check to see if I have a unit limit Hold and what will happen if I have one?*

Answer: You can log in to your "MyCerritos" account and look at the "holds and to do's" box. Click on the "hold" to determine what office placed the hold and where to go to remove it. If it is a unit limitation hold, it was placed due to your probation status and the Counseling Department will be able to answer any questions. Students must adhere to the unit limitation and only enroll into the units allowed for the upcoming semester. The unit limitation hold will not block your enrollment, however, it will not allow students to exceed that unit limitation.

Question 5: *I previously attended Cerritos and I am now returning to continue my education. Why am I on Probation?*

Answer: When returning after taking a "break" in your schooling, you are classified as a re-admit student. As a re-admitted student, you will return with the same "academic status" that you had when you left. Your unofficial transcript will have a notation of your academic standing (if you are on probation). If your GPA was below a 2.0 when you left Cerritos or your completion rate is 50% or less, you will return on Probation.

Question 6: How can I clear my probationary status and return to good standing?

Answer: This depends on the type of probation status noted on your transcript.

If you are on **academic probation**, you will need to bring your overall or cumulative grade point average to a 2.0 or better. Students in good academic standing have a "C" (2.0) average or better. You can raise your GPA by earning "A's" and "B's" in your new classes and by repeating the same class where a "D", "FW," or "F" grade was earned. Limiting the number of units you attempt or reducing your work hours can be helpful because it allows you more time to study for classes. You should also consider using campus resources such as tutoring. For more resources and success strategies, log on to iFalcon at www.cerritos.edu/ifalcon.

If you are on **progress probation**, returning to good standing involves successfully completing more classes with grades of A,B,C,D, F, FW, CR or P rather than with accumulating more "W's," "I's," "NC's" and "NP's." Overall, once you have more units completed than units of "W's," "I's," and "NC's," you will clear progress probation. It is a good idea to limit the number of units you attempt and focus on finishing each class with a satisfactory grade. Try to anticipate any changes that may occur to your schedule that might impact your class attendance and plan your classes accordingly. Be aware of the deadlines to drop classes without a "W." Check the front of the Schedule of Classes or Admissions website (<http://cms.cerritos.edu/admissions-and-records/catalogue-schedule/addDropDates.htm>) for important dates and deadlines.

Lastly, your probationary status is hopefully temporary, so be patient and persistent. Plan for and practice success strategies. Use your resources (time, energy, effort) and campus resources (tutors, counselors, financial aid, and Success Center) to help you to return to good standing and complete of your academic goals.

Question 7: What if my grades do not clear my status?

Answer: If your grades and completed units do not clear your probationary status, you may either continue on probation and be subject to losing your enrollment appointment and Board of Governors Fee Waiver, (BOGFW) or you may face dismissal from Cerritos College.

If you are on academic probation and your GPA increases as a result of your grades but your overall is still less than 2.0, you will continue your probationary status. If your overall GPA declines you may be dismissed (after spring grades are posted). If you are on progress probation and have more units of "W," "I," or "NP" than you do of completed units, you may face dismissal. If you complete more units of grades other than "W", "I", or "NP" units for the semester, but overall you still have more grades of "W", "I", or "NP" than you do of other grades, you will be continued on progress probation.

Question 8: Can I see a counselor to discuss my classes?

Answer: Yes, counselors are available for you to discuss your classes at Success Workshops. While attending this workshop you will better understand your academic standing, learn about possible ramifications of your probation status and discuss your next term's classes and unit limit with a counselor. Unit limits may only be discussed for exceptional and compelling reasons with a counselor.

Another option is to schedule an optional 30 minute appointment but these are limited or unavailable during high demand times in the term.

Question 9: How can I sign-up for a Success Workshop?

Answer: Sign-ups can be done from the counseling website www.cerritos.edu/counseling and click on the 'Success Workshop' link or may call the Counseling Front Desk at (562) 860-2451 ext. 2231.

Question 10: What can I do if I am dismissed?

Answer: If you are dismissed due to your academic or progress status and have extenuating circumstances that led to your dismissal you may complete a petition for reinstatement indicating your circumstances. Attach documentation if applicable. The petition will be available sometime after the spring term's grades are posted. The petition will be reviewed by the Academic Records & Standards Committee who will then decide whether or not to overturn your dismissal. The petition must be filed prior to the deadline indicated on the readmission petition.

If you choose not to petition for reinstatement you must sit out for one fall semester and reapply. You also have the option of attending another community college during this time.

Question 11: If I've enrolled for a class two times without successfully completing it, how can I enroll for a third time?

Answer: You will need to request approval for a third or more enrollment by filing an Academic Records and Standards Committee Repetition Petition. This is available for downloading at:

http://cms.cerritos.edu/uploads/AdmissionsandRecords/pdf/A&S_PETITION.pdf

You must include an explanation of why you did not complete the class with a "C" or better in your previous attempts and what you will do differently in order to successfully complete the class, if approved for an additional time. Attach documentation if it is available and turn your materials in to the Admissions and Records Office.

The petition should be filed in the semester prior to the first day of enrollment for the term you want to repeat the class. The earlier the better!

If approved, you cannot enroll into the class online. Approved petitions must be brought in person to Admissions and Records to enroll into the course.

Question 12: What programs and services are available to assist me in getting back on track at Cerritos College?

Answer: (Just to name a few)

Counseling Services – Counseling assistance is available in a multitude of formats including: online, stand-by, workshops, 30 minute appointments and in counseling classes. www.cerritos.edu/counseling

Success Center - Located in the lower level of the Library building, the ASC is your on-campus resource for tutoring and general information. The tutoring staff are dedicated to assisting students who need help with their math and writing, and many other subjects as well. They also offer Study Skills Workshops, technology training, and general assistance regarding a wide range of Cerritos College policies and procedures. www.cerritos.edu/asc

iFALCON – Learn more about the habits you can use as a student to be success at Cerritos College at www.cerritos.edu/ifalcon. See online videos, view articles on student success and change any negative habits into positive one.

Career Center - Assist students to choose a major, make career decisions, develop their educational plans to meet their career goals, and prepare for employment. The Career Center contains extensive information about occupations, majors and colleges, available through computer based career information programs, printed resources, and Internet access. Career Counselors are also available. www.cerritos.edu/career-services

AED 42.05-(supervised tutoring)- This course is intended to give students in need of special supplemental instruction in a basic skills subject area an opportunity to develop and improve their skills and/or knowledge of the subject. It is an open entry/open exit course. Students enrolled in the course are limited to thirty (30) hours per semester.

