

## Voluntary Withdrawal

A student who is required to withdraw from college because of extenuating circumstances must contact the Admissions and Records Office for the procedures to be followed. (See "Withdrawal grades")

## Probation - Dismissal - Reinstatement

Probation is a system of monitoring student progress in order to identify students who are experiencing difficulty in making satisfactory progress toward an appropriate educational objective, and providing special assistance to students in reassessing their educational objectives and guiding them to accomplish these goals. Students who are placed on probation will be identified prior to the beginning of the next term and will be referred to the Counseling Center.

Registration priority shall be lost at the first registration opportunity after a student is placed on Academic or Lack-of-Progress Probation or any combination thereof for two consecutive terms as defined in Board Policy and Administrative Procedure 4250.

**Also beginning with the Fall 2016 semester two consecutive primary terms of probation will lead to loss of the BOG Fee Waiver (Board of Governors Fee Waiver) until the student is no longer on probation.**

### Scholastic Probation

Students who have attempted 12.0 or more units at Imperial Valley College (IVC) as shown on their transcript will be placed on academic probation if the cumulative grade point average is below 2.00 for all grades earned at IVC. Students will be removed from academic probation when their cumulative grade point average at IVC is 2.00 or higher.

### Scholastic Dismissal

Students on Scholastic Probation will be dismissed if they earn a cumulative grade point average of less than 1.75 in all units attempted in each of three consecutive semesters of enrollment, excluding winter and summer terms. Students who are dismissed will not be allowed to take classes the following Semester. They will be required to meet with a counselor to develop a corrective plan of action as soon as they have been notified of their dismissal status.

### Lack-of-Progress Probation

Students who have attempted 12.0 or more units at Imperial Valley College (IVC) as shown on their transcript will be placed on Lack-of-Progress Probation when the percentage of all units attempted for which symbols of W, I and NP (and former grade NC) are earned at IVC reaches 50 percent or more. Students will be removed from Lack-of-Progress Probation when the percentage of all units attempted at IVC for which symbols of W, I and NP (NC) are earned drops below 50 percent.

### Lack-of-Progress Dismissal

Students who have earned Lack-of-Progress Probation for three consecutive semesters, excluding winter and summer terms, will be dismissed. Students who are dismissed will not be allowed to take classes the following semester. Students will be required to meet with a Counselor to develop a corrective plan of action as soon as they have been notified of their dismissal status.

### Reinstatement

Students seeking reinstatement after scholastic or lack-of-progress dismissal must submit a petition for reinstatement to the Office of Admissions and Records by the deadline date noted on the Reinstatement Petition. Petitions may be acted on by the Director of Admissions and Records or referred to the Admissions, Registration and Petitions Committee for consideration. Decisions made by the Committee are final.

### Appealing the Loss of Enrollment Priority or the Loss of the BOG Fee Waiver.

To appeal the loss of enrollment priority or loss of the BOG Fee Waiver students need to complete the **Petition to Appeal Loss of Enrollment Priority and/or Loss of BOG**. As indicated on the petition students must also attach a typed narrative of their situation along with a copy of a current Comprehensive Educational Plan (2+ semesters). Students may need to schedule an appointment with their counselor to acquire the Comprehensive Educational Plan. Once completed the petition along with supporting documents needs to be submitted to Admissions & Records (Building 10). Deadline dates are indicated on the petition. Students can pick up a copy of the petition in Admissions & Records (Building 10) or by downloading a copy off the Admission & Records Website under *Forms*.

Petitions may be acted on by the Director of Admissions & Records or referred to the Admissions, Registration and Petitions Committee for consideration. Decisions made by the Committee are final.

## Student Conduct

It is assumed that the entry of a student into Imperial Valley College constitutes the student's acceptance of the Standards of Student Conduct and the regulations published by the college.

The complete Standards and Procedures may be found in the Handbook for Faculty Advisors and Student Leaders, which is available in the Office of Student Affairs or <http://www.imperial.edu/students/student-affairs/>

Questions should be directed to the Dean of Student Affairs and Enrollment Services

### Standards of Student Conduct

Imperial Valley College is maintained for the purpose of providing students in the community with programs of instruction in higher education. The College is concerned with the fostering of knowledge, the search for truth and the dissemination of ideas. Free inquiry and free expression are indispensable to the achievement of these goals. As members of the College community, students are encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth. Students at Imperial Valley College may rightfully expect that the faculty and administration will maintain an environment where there is freedom to learn. This requires that there be appropriate conditions and opportunities in the classroom and on campus. As members of the College community, students shall be encouraged to develop the capacity for critical judgment and to exercise their rights to free inquiry and free speech in a responsible, non-violent manner.

Students shall assume an obligation to conduct themselves in a manner compatible with the college's function as an educational institution. Students shall observe the rules and regulations of the College and shall refrain from conduct which interferes with the College's teaching and administration, or which unreasonably interferes with the rights of others. Misconduct while on the college campus or at a College-sponsored function for which students and student organizations are subject to disciplinary action.

The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension or expulsion of a student.

- (1) Causing, attempting to cause, or threatening to cause physical injury to another person.
- (2) Perpetrating, attempting, or threatening dating violence, domestic violence or stalking against another person.
- (3) Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife or explosive, unless in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee which is concurred in by the college president.
- (4) Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in California Health and Safety Code Sections 11053 et. seq., an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5.
- (5) Committing or attempting to cause damage to District property or to private property on campus.
- (6) Causing or attempting to commit robbery or extortion.
- (7) Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.
- (8) Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the college or the District.
- (9) Sexual assault or sexual exploitation regardless of the victim's affiliation with the district.
- (10) Committing sexual harassment as defined by law or by District policies and procedures.
- (11) Engaging in harassing or discriminatory behavior based on disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other status protected by law.
- (12) Engaging in intimidating conduct or bullying against another student through words or actions, including direct physical contact; verbal assaults, such as teasing or name-calling; social isolation or manipulation; and cyberbullying.
- (13) Willful misconduct that results in injury or death to a student or to District personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.

- (14) Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, college personnel.
- (15) Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty.
- (16) Dishonesty; forgery; altercation or misuse of District documents, records or identification; or knowingly furnishing false information to the District.
- (17) Unauthorized entry upon or use of District facilities.
- (18) Lewd, indecent or obscene conduct or expression on District-owned or controlled property, or at District sponsored or supervised functions.
- (19) Engaging in expression which is obscene, libelous or slanderous, or which so incites students as to create a clear and present danger of the commission of unlawful acts on District premises, or the violation of lawful District regulations, or the substantial disruption of the orderly operation of the District.
- (20) Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
- (21) Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any District policy or administrative procedure.

Students who engage in any of the above are subject to the procedures outlined in AP 5520 titled Student Discipline Procedures.

The complete policy on Standards of Student Conduct, Disciplinary Action, and Due Process can be found in the Handbook for Faculty Advisors and Student Leaders in the Student Affairs Office or <https://www.imperial.edu/students/student-affairs/policies/student-complaint-policy>.

## Imperial Valley College Students Rights and Grievances Policy

The purpose of this procedure is to provide a prompt and equitable means of resolving student grievances. These procedures shall be available to any student who reasonably believes a college decision or action has adversely affected his or her status, rights or privileges as a student. The procedure shall include, but not be limited to, grievances regarding:

- Access to classes;
- Deviation from course content;
- Refusal of instructor to confer with a student;
- Sex discrimination as prohibited by Title IX of the Higher Education Amendments of 1972;
- Financial aid [unless the District's financial aid policy contains an appeal procedure];