

## Notice of Academic Probation in the Culture and Intensive English Program

Student: \_\_\_\_\_

Session: \_\_\_\_\_

The probation policies regarding **Attendance**, **Performance**, and **Repeating** a class are outlined in the CIEP Student Handbook on pages 18 and 19 (found online at <http://www.uni.edu/ciep/students/handbook>). Outlined below are the details of this student's probation status.

Attendance Probation	
<b>1<sup>st</sup> Session – Failure to maintain 80% attendance will result in dismissal</b>	
<b>2<sup>nd</sup> Session – Student will be dismissed if consecutive from 1<sup>st</sup> session</b>	
<b>3<sup>rd</sup> session – Student will be dismissed</b>	
<b>Notes:</b>	

Performance Probation	
<b>1<sup>st</sup> Session – Student did not pass 9 hours of classes</b>	
<b>2<sup>nd</sup> Session</b> Consecutive session: Student did not pass 6 hours of classes Nonconsecutive session: Student did not pass 9 hours of classes a second time	
<b>3<sup>rd</sup> session – Student will be dismissed</b>	
<b>Notes:</b>	

Repeating Probation	
<b>1<sup>st</sup> Session – Student is taking a class for a third time</b>	
<b>2<sup>nd</sup> Session – Student will be dismissed</b>	
<b>Notes:</b>	

**Current Status: Student must maintain 80% attendance to be removed from probation.**

**I have received this notice and understand its contents.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**For Office Use Only.** Received by: \_\_\_\_\_ (initials) Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Student was presented form and declined to sign. Staff initials \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

File Path: T:\Documents\Office Admin\Handbooks\Student Handbooks\CIEP Student Handbook\Student Handbook Appendices\Appendix B-4 – Notice of Academic Probation.pdf

*Original copy to student file; make copy for student.*