



GATEWAY
COMMUNITY COLLEGE
A MARICOPA COMMUNITY COLLEGE

Enrollment Services
Gateway Community College
108 North 40th Street
Phoenix, Arizona 85034
602.286.8200

ACADEMIC PROBATION APPEAL

REQUEST TO TAKE MORE THAN 12 CREDIT HOURS

CONTINUED ACADEMIC PROBATION APPEAL

REQUEST TO TAKE MORE THAN 6 CREDIT HOURS

SEMESTER OF ENROLLMENT FALL SUMMER SPRING 20_____

College Student ID Number

3

I am receiving Financial Aid
 I am receiving Veterans Benefits

Legal Name (Last, First, Middle)		
Mailing Address		Apt#
City	State	Zip Code
Home Phone	Other Phone	Ext.

Upon submission of this application the student will be entered into our Early Alert System.

The Early Alert program is designed to promote student success. You will receive an email note and/or telephone call asking you to meet with a counselor so you can work together to create an action plan to address any difficulties you are having or have had in courses (or outside of the classroom). This action plan may involve taking advantage of various campus support services.

Since the Early Alert program provides essential notices by Maricopa email, please check your email account frequently and respond quickly if you receive an email message and/or a telephone call.

The Admissions and Standards Committee will review the information presented on this form with student record information and action taken as a result of the Early Alert System. Student will then be notified of decision in a timely manner.

Please attach your full and specific responses to the following questions:

Academic Probation

Continued Academic Probation

1. What has contributed to your low grades?
2. What change has occurred in your circumstances that would enable you to be successful if allowed to attend more than the 12 credit hours?
3. If approved, what additional course(s) would you like to take this semester?
4. What was the outcome of your meeting with the Early Alert program counselor?

1. What has contributed to your low grades?
2. What change has occurred in your circumstances that would enable you to be successful if allowed to attend more than the 6 credit hours?
3. If approved, what additional course(s) would you like to take this semester?
4. Please attach a copy of Early Alert student success plan.

Student Signature _____ Date _____

Early Alert submission date _____ Approved Denied Reason/

Notes: _____

Committe Chair Signature _____ Date _____

Advisor/Early Alert Signature _____ Date _____

Academic Probation Process

2/23/18

Procedure:

1. District runs academic progress report at the end of each term
2. All students identified as being on academic probation or continued probation are automatically loaded into Early Alert for the next upcoming semester
3. Continuing Probation students will be included as part of the NOW Cohort
4. A&R to send email communicating to student the process if they choose to take additional credits beyond the limit.
 - a. Link for form will be included in the email
 - b. Student would need to take academic probation appeal form to advisor

Students who wish to enroll in the allowable of courses (12 credits for Probation, 6 credits for continued probation) **do not** need to do anything but register. We should encourage students to meet with an academic advisor for additional help and support.

Please direct students to <https://www.gatewaycc.edu/earlyalert> for assistance with an appointment.

Maricopa County Community College District policy on academic probation:

2.3.4 Academic Probation (Progress)

1. Probation

A student will be placed on academic probation if, after completion of twelve (12) or more credit hours, the student's cumulative grade point average is less than 2.0.

Students on academic probation may take no more than twelve (12) credit hours per semester unless approved by the Admissions and Standards Committee.

2. Continued Probation

A student on academic probation who fails to raise the cumulative grade point average 2.0 will be placed on continued probation and may be limited to taking six (6) credit hours. Academic probation and continued probation are calculated at the conclusion of every term including summer.