



## **BP 4250 NOTICE, PAUSE, AND READMISSION**

### **References:**

Education Code Section 70902(b)(3);  
Title 5 Sections 55030-55034

### **Notice**

Notice is a consequence of a student's unsatisfactory academic status and may be progressive in nature. Being placed on notice is a formal warning to students regarding their academic performance.

- **Academic Notice**

Students shall be placed on academic notice if attempted a minimum of twelve (12) graded cumulative semester units and have earned a grade point average of less than a "C" (2.0) at the College. A student on academic notice shall be removed from academic notice when the student's accumulated grade point average is 2.0 or higher.

- **Progress Notice**

Students shall be placed on progress notice if they have attempted a minimum of twelve (12) cumulative semester units and the percentage of all units for which entries of "W," "I," "NC," and "NP" were recorded reaches or exceeds 50 percent of the total units attempted at the College. A student on progress notice shall be removed from progress notice when the percentage of units in the categories of "W," "I," "NC," and "NP" drops below 50 percent of the total units attempted at the College.

A student who is placed on notice may submit an appeal in accordance with procedures established by the Superintendent/President.

### **Pause**

Students on notice who do not improve their academic status are subject to pause status from the institution. Pause status means that a student is not eligible for enrollment as defined in administrative procedures.

- **Academic Pause**

A student who is on academic notice shall be subject to pause if the student has



earned a cumulative grade point average of less than 2.0 in all units attempted in each of two consecutive regular semesters (Fall and Spring only). For purposes of this section, semesters shall be considered consecutive on the basis of the student's enrollment, i.e., a Fall semester followed by a Fall semester shall be considered consecutive if the student was not enrolled for the intervening Spring semester.

- **Academic Pause Exception:** When students complete a minimum of six (6) units and earn a grade point average of 2.00 or higher in the current regular semester (Fall and Spring only), they will be readmitted for each additional semester in which they satisfy the exception criteria.
- **Progress Pause**

Students on progress notice shall be subject to pause if the cumulative percentage of units in which they have been enrolled for which entries of "W," "I," "NC," and "NP" are recorded in at least two consecutive semesters reaches or exceeds 50 percent of the total units attempted.

  - **Progress Pause Exception:** When students complete more than 50 percent of the units attempted in the current semester and a minimum of six (6) units, they will be readmitted for each additional semester for which they satisfy the exception criteria.

Military withdrawals (MW) and excused withdrawals (EW) shall not be counted in progress notice and/or pause calculations.

A student who is subject to pause may submit a written appeal in compliance with administrative procedures. If the student's written appeal is approved, the student will be allowed to enroll in the next semester.

### **Readmission**

A student may be reinstated after taking a minimum of one semester off. The Superintendent/President shall develop procedures for the implementation of this policy that comply with the Title 5 requirements.

### **Notice, Pause, Readmission Data Reporting**

The Superintendent/President shall develop and provide to the Board for review an annual report of the number of students who were placed on notice, pause, and reinstated. This report must disaggregate the students by race, age, gender, or any other characteristic identified by the Board.



Also see AP 4250 Academic Notice and/or Progress Notice and AP 4255 Academic Notice, Progress Notice, Required Academic Pause, Required Progress Pause and Readmission

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Date Adopted: September 25, 2014  
Legal Update #32: April 2018  
Reviewed/Readopted: December 6, 2018  
Legal Update #38: April 2021  
Revised/Readopted: June 26, 2025