

CITATION REFERENCE

Official Title: Learning Support Appeal

Abbreviated Title: Learning Support

Volume: CCGA Policies

Responsible Office: Academic Affairs

Originally issued: November 15, 2010

Effective Date: November 15, 2010

Revised:

Policy: Learning Support Appeals

Policy Statement

Any student enrolled in Learning Support courses at the College of Coastal Georgia will be required to pass these courses within a pre-determined amount of time. Any student failing to do so will be suspended for a period of one (1) year (or three consecutive academic terms).

Reason for Policy

The purpose of this policy is to ensure the College implements and adheres to policies from the University System of Georgia regarding the administration of Learning Support courses.

Entities Affected By This Policy

This policy applies to all students enrolled in Learning Support courses at the College of Coastal Georgia.

Who Should Read This Policy

All faculty at the College of Coastal Georgia should be familiar with this policy; students enrolled in Learning Support courses at the College of Coastal Georgia should be familiar with this policy.

Contacts

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Website Address for This Policy

<http://www.ccgga.edu/Policy/AcademicAffairsPolicies.asp>

Related Documents/Resources

- Board of Regents Policy Manual - [Learning Support](#)
- Board of Regents Academic Affairs Handbook- [Learning Support](#)

Definitions

Learning Support: The term “Learning Support” is a generic one used for programs designed to prepare students for collegiate work. Learning Support programs are intended to serve students who are not prepared for core curriculum courses and need additional preparation in reading, mathematics, English, and/or other areas.

Overview

There are four (4) groups of students who may be served within the College’s Learning Support Program:

- Students who:
 - score below the University System of Georgia-minimum admission requirements on the SAT or ACT;
 - have Required High School Curriculum deficiencies in English or mathematics; or
 - are not required to submit scores on the SAT or ACT at the time of admission, but whose COMPASS assessment indicates a need for academic assistance.
- Students who are determined by the College to need academic assistance, even though they are eligible to be admitted with Learning Support requirements under University System of Georgia policy.
- Students who are unsuccessful in core curriculum courses; and
- Students who elected to enroll in Learning Support courses in order to prepare for core curriculum courses.

I. Placement in Learning Support

At the College, students placed in a Learning Support course shall be required to meet all appropriate exit standards for the area. Learning Support requirements are based on

placement examination scores. The student's advisor will assist in understanding these entry requirements. Students required to take Learning Support courses must complete these courses before enrolling in most credit courses.

II. Suspension from Learning Support

Effective Fall 2010, the suspension period for any student failing to exit a Learning Support area (math, reading, English) will be one (1) year, with no option to appeal. This modification replaces the current College policy requiring a suspension of three (3) years. All students returning to the College after a one-year absence will be required to retake the Compass Exam in the area(s) with outstanding requirements. Any student that has failed to exit at least one area will be denied readmission.

Beginning Spring 2011 semester, Learning Support students enrolled at the College will be required to comply with the following mandates:

- a. Mathematics. In mathematics, students will have three (3) semesters to complete two (2) levels of mathematics (Math 97/99).
 - If a student does not pass Math 97 in two (2) semesters, he or she will automatically be suspended for one (1) year. A suspension under this provision may not be appealed.
 - If a student does not pass Math 99 after the third (3) semester, he or she will automatically be suspended for one (1) year. Again, a suspension under this provision may not be appealed.
- b. Reading. In reading, a student will have two (2) semesters to complete Reading 99. If a student does not pass Reading 99, he or she will automatically be suspended for one (1) year. A suspension under this provision may not be appealed.
- c. English. In English, a student will have two (2) semesters to complete English 99. If a student does not pass English 99, he or she will automatically be suspended for one (1) year. A suspension under this provision may not be appealed. Of note, the College will no longer offer English 98 after the Summer 2011 semester.

** Students currently enrolled in English 98 during the Fall 2010 semester must pass the course and be eligible to advance to English 99 by the end of Spring 2011 semester. Students enrolling in English 98 for the first time during the Spring 2011 semester*

must pass the course and be eligible to advance to English 99 by the end of Summer 2011.

III. Notification of Suspension

Any student who has been suspended from Learning Support courses will be notified of such from the Registrar's Office at the end of the semester in which they were suspended. Students are responsible for checking their College e-mail accounts and providing the Registrar's office with an accurate current mailing address.

Responsibilities

The responsibilities each party has in connection with this policy on Learning Support appeals are:

Party	Responsibility
Learning Support Coordinator	Ensure compliance with this policy.
Registrar	Ensure compliance with this policy.

Forms

None

Appendices

None