



# ● Academic Responsibilities

## Early Alert

- The purpose of Early Alert is to let you know how you are doing the first three weeks in the semester. If you receive an "at risk" response from your instructor, it indicates that you either have poor attendance or low grades.
- We'll send you a letter from Dr. Ellen Marshall, Chairperson. You are required to speak with Norma Padilla about your attendance or low grades in the class in which you are "at risk." You will be asked to discuss how you plan to improve your course status.

## Midterm Grades

- A midterm report will be done at eight weeks. If you are "at risk" you will receive a letter from Dr. Marshall. You will be required to inform Norma Padilla of your plan to improve in that course. If further advising is needed, an appointment will be scheduled to meet with Dr. Marshall.

## Enrollment

- You are required to maintain enrollment of at least nine (9) credit hours each semester. Your enrollment will be checked at Week 3, Week 8 and Week 12.

## Grade Point Average

- Students must be in good academic standing at the conclusion of the current semester (minimum semester and overall 2.0 or higher G.P.A.).

The purpose of these funds is to provide you a great place for your child to learn and be cared for so that you can do well in school and graduate. We're here to help you succeed.