Academic Restriction Strategies Workshop

Pre-Workshop Assignments

STUDENTS: Please read, complete and present all Pre-Workshop Assignments to the AR Workshop Facilitator during check-in for the workshop. If workshop requirements are not presented during check-in, you may sign-up for another workshop, schedule an appointment with a counselor, or complete STU102C.

Student Scenario:

“Maxine,” a 24-year-old Pima Community College student, just received a message in her PCC email account stating she has been placed on Academic Restriction and is blocked from further course registration because she did not complete at least 67 percent of her classes, the minimum standard for satisfactory academic progress at PCC.

Maxine gasped! “Academic Restriction… how did this happen? Why is life so complicated? What happened to the good old days when life was so simple and all I had to do was think about taking classes and living at home?”

Maxine decided that it was time to get the facts and find out how she got to this point. She went to www.pima.edu to review PCC’s Standards of Academic Progress (SAP) and learned that students who complete a minimum of 40 semester hours with a cumulative GPA of less than 2.0 or students who attempt 56 semester hours with a completion rate of less than 67 percent are placed on Academic Restriction and have their registration blocked until the following requirements are satisfied:

- Successfully complete an Academic Restriction Strategies Workshop or successfully complete STU102C course or schedule an appointment to meet with a counselor.
- Maintain a minimum GPA of 2.0 AND a minimum course completion rate of 67 percent.

She also learned that she would be restricted from enrolling in more than 12 credits per semester.

Maxine continued to read more about Academic Restriction on the website. She learned that students on Academic Restriction who earn a GPA of at least 2.0 and complete 67 percent or more of their courses during the next semester are allowed to continue. But students on Academic Restriction who do not maintain a good academic standing will be academically disqualified.

Students who are academically disqualified are dismissed and ineligible to enroll in the next traditional semester. After the next traditional semester, they are placed on Academic Restriction until they are able to reestablish good academic standing.
Maxine wanted to find out her academic standing. So, she pulled up her unofficial transcript to calculate her GPA and course completion rate and noticed a number of withdrawals (W) and (F) posted on her transcript.

Maxine was not sure how to calculate her course completion rate but learned from talking to her counselor that she would need to divide the number of credits she completed with a grade of “C” or higher (Earned Hours) by the number of credits she registered for (Attempted Hours) e.g.,

\[
\text{Semester Earned Hours (12) ÷ Semester Attempted Hours (12) = 100 percent Semester Completion Rate}
\]

\[
\text{Semester Earned Hours (7) ÷ Semester Attempted Hours (12) = 58 percent Semester Completion Rate.}
\]

After calculating her semester completion rate, Maxine wanted to know her cumulative completion rate. She looked at the bottom of her unofficial transcript and divided her cumulative earned hours (36) by her cumulative attempted hours (56) = 64 percent Cumulative Completion Rate.

Maxine then wanted to know how many semesters it would take her to get her completion rate above 67 percent if she registered for 12 credits for the Fall 2011 semester and completed 100 percent of her courses. She reasoned that it would take her one successful semester (Fall 2011 semester) before she would be off of Academic Restriction by adding 12 credits to her cumulative earned hours (36) = 48 hours earned; then adding 12 credits to her cumulative attempted hours (56) = 68 attempted hours; then dividing 48 hours by 68 hours = 70 percent Cumulative Completion Rate.

Based on the number of credits attempted and credits earned each semester, the Course Completion Rate Chart below will also help you determine the number of credits you will need to complete each semester with a grade of “C” or higher to maintain a minimum course completion rate of 67 percent.

<table>
<thead>
<tr>
<th>Semester Credits Attempted</th>
<th># Earned Credits Required (with a grade of “C” or higher)</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>6</td>
<td>4</td>
</tr>
<tr>
<td>9</td>
<td>6</td>
</tr>
<tr>
<td>12</td>
<td>8</td>
</tr>
</tbody>
</table>
AR Student Homework Assignments

Figure out your course completion rate and the obstacles and circumstances that contributed to your current academic restriction status. Don't forget to make copies of the completed assignments below and bring them to the AR workshop.

1. **Access and print your transcript**
   Go to [www.pima.edu](http://www.pima.edu); click MyPima LOGIN; click Academics Tab; go to Quick Links – Academics (left side of screen); Unofficial/Official Transcript; click Unofficial Transcript on Student Records screen; click Submit or stop by any PCC Student Services Center and ask for a copy of your unofficial transcript.

2. **Calculate your semester and cumulative course completion rate using the following formula:**
   \[
   \text{Cumulative Earned Hours} \div \text{Cumulative Attempted Hours} = \text{Completion Rate}
   \]
   My Cumulative Completion Rate is ______   My Cumulative GPA is ______

3. **What obstacles/circumstances caused you to fail/withdraw from your courses?**
   - [ ] Young and “irresponsible”
   - [ ] Basic survival needs are not met
   - [ ] Financial hardship
   - [ ] Addiction issues
   - [ ] Work and lack of work flexibility
   - [ ] Family or student illness
   - [ ] Limited support system
   - [ ] Conflicting academic/personal demands
   - [ ] Crisis situation
   - [ ] Lack of study skills
   - [ ] Academic goal is not defined
   - [ ] Time management challenges
   - [ ] Lack of motivation and commitment
   - [ ] Academic challenges from years ago
   - [ ] Underdeveloped career plan/goal
   - [ ] Attending college just for the financial aid
   - [ ] Difficulty asking instructor/staff for help
   - [ ] Limited utilization of college resources
   - [ ] Other obstacles/circumstances:

4. **Complete the Study Skills Assessment**
   [http://www.columbiabasin.edu/onlineadvising/newadvising/success/study_skill_assessment.asp](http://www.columbiabasin.edu/onlineadvising/newadvising/success/study_skill_assessment.asp)

5. **Complete the Time Management exercise**
   [http://www.studygs.net/schedule/weekly.htm](http://www.studygs.net/schedule/weekly.htm) to become aware of how you use your time in a typical week. Print a copy of the results.

6. **Develop your academic goal at PCC using these criteria:**
   My academic goal at PCC is:

   The obstacles/circumstances that contributed to my current academic standing are:
The academic skills/college resources I will utilize to accomplish my academic goal are:

________________________________________________________

I will begin working on my academic goal on (date):

________________________________________________________

My academic goal will be accomplished by (date):

________________________________________________________

7. Which of the following PCC resources will you utilize to accomplish your academic goal?

**Counselors**
- [ ] Academic Counseling
- [ ] Career Counseling
- [ ] Personal Counseling
- [ ] PCC/Community Resources

**Instructors:**
- [ ] Course expectations/questions/concerns

**Advisors**
- [ ] Determine my degree course requirements
- [ ] Develop a realistic semester schedule

**Financial Aid**
- [ ] FAFSA, scholarships
- [ ] Financial aid “holds” and documents required for appeals, financial verification, course completion rate, grades etc.

______________________________

*Good Study Habits + Time Management Skills + Goal-Setting Skills = Good Academic Standing!*
The primary objective of this workshop is to discuss barriers to student success and strategies for future success.

I understand that during this discussion, personal issues may occur and as in any group or classroom setting, confidentiality may not be guaranteed. I understand that I can decide how much I want to participate in such discussions.

I also understand that if I do not wish to participate in an Academic Restriction Strategies Workshop, I may schedule an individual counseling appointment or register and successfully complete the STU102C course.

My signature below indicates my consent to participate in the Academic Restriction Strategies Workshop on ______________________ (Date)

__________________________________________  _________________________________________
Student Signature                                Counselor Signature