

Voluntary Withdrawal

A student who is required to withdraw from college because of extenuating circumstances must contact the Admissions and Records Office for the procedures to be followed. (See "Withdrawal grades")

Probation - Dismissal - Reinstatement

Probation is a system of monitoring student progress in order to identify students who are experiencing difficulty in making satisfactory progress toward an appropriate educational objective, and providing special assistance to students in reassessing their educational objectives and guiding them to accomplish these goals. Students who are placed on probation will be identified prior to the beginning of the next term and will be referred to the Counseling Center.

Registration priority shall be lost at the first registration opportunity after a student is placed on Academic or Lack-of-Progress Probation or any combination thereof for two consecutive terms as defined in Board Policy and Administrative Procedure 4250.

Also beginning with the Fall 2016 semester two consecutive primary terms of probation will lead to loss of the BOG Fee Waiver (Board of Governors Fee Waiver) until the student is no longer on probation.

Scholastic Probation

Students who have attempted 12.0 or more units at Imperial Valley College (IVC) as shown on their transcript will be placed on academic probation if the cumulative grade point average is below 2.00 for all grades earned at IVC. Students will be removed from academic probation when their cumulative grade point average at IVC is 2.00 or higher.

Scholastic Dismissal

Students on Scholastic Probation will be dismissed if they earn a cumulative grade point average of less than 1.75 in all units attempted in each of three consecutive semesters of enrollment, excluding winter and summer terms. Students who are dismissed will not be allowed to take classes the following Semester. They will be required to meet with a counselor to develop a corrective plan of action as soon as they have been notified of their dismissal status.

Lack-of-Progress Probation

Students who have attempted 12.0 or more units at Imperial Valley College (IVC) as shown on their transcript will be placed on Lack-of-Progress Probation when the percentage of all units attempted for which symbols of W, I and NP (and former grade NC) are earned at IVC reaches 50 percent or more. Students will be removed from Lack-of-Progress Probation when the percentage of all units attempted at IVC for which symbols of W, I and NP (NC) are earned drops below 50 percent.

Lack-of-Progress Dismissal

Students who have earned Lack-of-Progress Probation for three consecutive semesters, excluding winter and summer terms, will be dismissed. Students who are dismissed will not be allowed to take classes the following semester. Students will be required to meet with a Counselor to develop a corrective plan of action as soon as they have been notified of their dismissal status.

Reinstatement

Students seeking reinstatement after scholastic or lack-of-progress dismissal must submit a petition for reinstatement to the Office of Admissions and Records by the deadline date noted on the Reinstatement Petition. Petitions may be acted on by the Director of Admissions and Records or referred to the Admissions, Registration and Petitions Committee for consideration. Decisions made by the Committee are final.

Appealing the Loss of Enrollment Priority or the Loss of the BOG Fee Waiver.

To appeal the loss of enrollment priority or loss of the BOG Fee Waiver students need to complete the **Petition to Appeal Loss of Enrollment Priority and/or Loss of BOG**. As indicated on the petition students must also attach a typed narrative of their situation along with a copy of a current Comprehensive Educational Plan (2+ semesters). Students may need to schedule an appointment with their counselor to acquire the Comprehensive Educational Plan. Once completed the petition along with supporting documents needs to be submitted to Admissions & Records (Building 10). Deadline dates are indicated on the petition. Students can pick up a copy of the petition in Admissions & Records (Building 10) or by downloading a copy off the Admission & Records Website under *Forms*.

Petitions may be acted on by the Director of Admissions & Records or referred to the Admissions, Registration and Petitions Committee for consideration. Decisions made by the Committee are final.

Student Conduct

It is assumed that the entry of a student into Imperial Valley College constitutes the student's acceptance of the Standards of Student Conduct and the regulations published by the college. The complete Standards and Procedures may be found in the Handbook for Faculty Advisors and Student Leaders, which is available in the Office of Student Affairs or <http://www.imperial.edu/students/student-affairs/>

Standards of Student Conduct

Imperial Valley College is maintained for the purpose of providing students in the community with programs of instruction in higher education. The College is concerned with the fostering of knowledge, the search for truth and the dissemination of ideas. Free inquiry and free expression are indispensable to the achievement of these goals. As members of the College community, students are encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth. Students at Imperial Valley College may rightfully expect that the faculty and administration will maintain an environment where there is freedom to learn. This requires that there be appropriate conditions and opportunities in the classroom and on campus. As members of the College community, students shall be encouraged to develop the capacity for critical judgment and to exercise their rights to free inquiry and free speech in a responsible, non-violent manner.

Students shall assume an obligation to conduct themselves in a manner compatible with the college's function as an educational institution. Students shall observe the rules and regulations of the College and shall refrain from conduct which interferes with the College's teaching and administration, or which unreasonably interferes with the rights of others. Misconduct while on the college campus or at a College-sponsored function for which students and student organizations are subject to disciplinary action includes, but is not limited to, the following:

1. Willful disobedience to lawful directions of College officials acting in the performance of their duties.
2. Violation of College rules and regulations, including those concerning student organizations, the use of College facilities, or the time, place and manner of public expression or distribution of material.
3. Dishonesty, such as cheating, or for knowingly furnishing false information to the college.
4. Willful persistent smoking where smoking has been prohibited.
5. Unauthorized entry to, or use of College facilities.
6. Forgery, alteration, or misuse of College documents, records, or identification.
7. Disruption of classes, administration, disciplinary procedures or authorized College activities.
8. Theft of, or damage to property belonging to the College, a member of the College community, or campus visitor.
9. Disorderly, lewd, indecent, or obscene conduct or expression.
10. Assault, battery, or the threat of force or violence directed toward any member of the College community or campus visitor.
11. Unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance and possession, use, or distribution of alcohol.
12. Possession, while on the College campus or at a College sponsored function, of any instrument or weapon of a kind commonly known as a blackjack, fire bomb, billy club, brass knuckles, dagger, or firearm (loaded or unloaded) such as a pistol, revolver, or rifle, or any knife having a blade longer than five (5) inches, any switch-blade longer than two (2) inches, or any metal pipe, bar, or instrument used, or intended to be used as a club, or to be used to threaten bodily harm.
13. Commission of any crime on campus, or commission of a crime off-campus, when such off-campus crime is of such a nature that the College needs to impose sanctions in addition to those imposed by the criminal authorities for the protection of other students, or to safeguard the academic process.

Violation of such rules are subject to the following types of disciplinary actions.

1. Warning.
2. Reprimand.
3. Disciplinary action.
4. Restitution, reimbursement for damage or misappropriation of property.
5. Suspension or removal by instructor.

6. Expulsion.

The complete policy on Standards of Student Conduct, Disciplinary Action, and Due Process can be found in the Handbook for Faculty Advisors and Student Leaders in the Student Affairs Office or <https://www.imperial.edu/students/student-affairs/policies/student-complaint-policy>.

Imperial Valley College Student Complaint Policy

The purpose of these procedures is to provide a prompt and equitable means for resolving student complaints. A complaint is defined as an actual or supposed circumstance that adversely affects the grades, status, or rights of a student. Complaints concerning course grades are permitted to the extent that such complaints allege mistake, fraud, bad faith or incompetency as set out in Education Code Section 76224 (a).

A student who contends that he/she has been treated unfairly has the right without fear of reprisal to right an alleged wrong. This complaint policy applies to unfairness as it relates to areas such as, but not limited to: assignment of grades; deviation from course content; access to classes; and, refusal of instructor to confer with a student.

This policy does not apply to:

1. Student Code of Conduct issues.
2. Allegations of discrimination based on race, color, national origin, sex (including sexual harassment), disability, or age in any of its policies, procedures, or practices, in compliance with Title VI of the Civil Rights Act of 1964 (pertaining to race, color or national origin), Title IX of the Education Amendments of 1972 (pertaining to disability) and the Age Discrimination Act of 1975 (pertaining to age). For complaints of this nature, please refer to the Discrimination Complaint Form.

For a clarification regarding student conduct issues of discrimination issues, the student may contact the Dean of Student Affairs & Enrollment Services, the Director of Disabled Student Programs and Services, or Title IX Officers.

Informal Resolution

A complaint must be initiated within twenty (20) instructional days of the alleged act or decision. If the alleged circumstance or act occurs during the last twenty (20) instructional days of the Spring semester, the complaint must be made prior to the end of the third Friday of the fall semester.

Step 1 Discuss the problem with the individual involved or his/her counselor.

Step 2 If a mutually satisfactory understanding has not been reached with the other person, the student may, within five (5) days, present the complaint to the immediate supervisor.