

ACADEMIC PROGRESS PLAN

Oberlin College
Academic Advising Resource Center (AARC)

Oberlin admits students who are capable of contributing positively to the academic and artistic community. At times, students face difficulties that result in academic performance that is less than their true potential. When this happens, AARC is here to assist you in getting back on track. The progress plan is designed to assist students who have made less than satisfactory academic progress to return to good academic standing. A progress plan is required for students on probation and those returning from suspension. The progress plan provides an opportunity for the student, together with an AARC dean, to develop a plan for academic success by the end of the next semester.

A progress plan consists of:

1. **Assessment:** A description of the difficulties the student experienced.
2. **Plan:** Strategies for overcoming these difficulties.
3. **Outcomes:** The academic standards to be met during the upcoming semester

Guidelines:

In developing your plan to return to good academic standing, first identify the specific difficulties that interfered with your academic success and then consider which on-campus resources or other supports would be helpful to you. Examples of effective strategies include but are not limited to:

- Working with Student Health and Counseling Center professionals to address health and/or mental health concerns.
- Working with the Center for Student Success to take advantage of tutoring, peer mentoring, or study skills development.
- Meeting more frequently with your academic advisor or reducing other commitments that may interfere with your studying or class attendance.

Academic Standards:

For academic standing purposes, students must maintain above a 1.66 cumulative grade point average. Students are expected to pass a minimum of 3.5 full courses per semester, of which three must be academic. Co-curricular courses, including LEAD courses, EXCOs, and athletics are not considered academic courses. The College's eight semester/ 32 course graduation plan is based on the expectation of passing an average of four courses per semester.

When specifying academic standards in the progress plan, be sure not to aim too high or too low. For example, a plan to receive all A grades may be a valuable aspirational goal but too much of a stretch this semester; however, you may include both the "default" goal of minimum requirements and an aspirational goal at the level you hope to achieve.

Students Receiving Financial Aid:

It is important to note that federal financial aid standards regarding satisfactory academic progress can be stricter than the guidelines set by the College, both in terms of cumulative GPA and the number of credits earned. If you receive financial aid, or plan to apply for aid, contact the Financial Aid Office to discuss your situation.

International Students:

Non-U.S. citizens should consult with the International Student Resource Center to discuss the satisfactory academic progress standards required to maintain immigration and visa eligibility.

Procedure:

1. When you are notified of your academic status, **make an appointment with an AARC dean**. To prepare for the meeting, complete the worksheet below. The worksheet will serve as the basis of your discussion and will assist you in completing your formal progress plan.
2. Meet with an AARC dean to **complete your progress plan** by the end of the second week of the semester and have it signed by the dean. At that meeting, you will review your plan and discuss resources, strategies, and tools that might be helpful to you.
3. Your completed progress plan will be reviewed by the Associate Dean for Academic Standing. If approved, a signed copy will be emailed to you and your academic advisor. If further information is needed, you will be contacted for a follow-up meeting.

STUDENT WORKSHEET (To be retained by student)

Assessment:

Reflect on last semester and explain the circumstances that led to the difficulties in your course(s). Please be as thoughtful as possible, considering personal and financial as well as academic matters.

Plan:

For each of the challenges that you listed above, identify campus resources and other supports that are necessary to remove these challenges. Many students have found the following on-campus resources to be very helpful in developing a plan for academic success:

Student Health and Counseling Center
Confidential Advocate in the Center for Student Success
The Office of Equity and Diversity/Title IX
SHARE Advisors
The Office of the Ombudsperson
The Office of Spiritual Life
Your Academic Advisor
Multicultural Resource Center
Career Development Center
Office of Winter Term

What must you do to succeed academically this semester? What resources will you engage to help you meet your goals? Consider tutoring, the Writing Center, OWLs, counseling, class attendance, faculty office hours, evaluating your own non-academic commitments, study habits, sleep habits, routines, etc. What challenges do you anticipate in accomplishing your goals and how can you address these?

Outcomes:

Consider the minimum standards the College has set (full course load, 1.67 cumulative GPA) and any other academic standards that may affect you (i.e., financial aid requirements, visa requirements, etc.). Are these standards reasonable for you? You may want to list both minimum standards and aspirational ones. What are your specific goals to be achieved by the end of next semester?

PROGRESS PLAN

OBERLIN COLLEGE

Student Name: _____ Semesters completed: _____

T#: _____ OC email: _____@oberlin.edu

Major: _____ Academic Advisor: _____

Phone: _____ Campus Address _____

The student will complete this form in consultation with an AARC dean. Refer to your student worksheet and use additional pages if necessary. The completed form, including the signatures of the student, the AARC dean, and the Assoc. Dean for Academic Standing must be turned in **by the end of the second week of the semester**. The approved plan becomes part of the student's academic file and a copy will be sent to their academic advisor. The agreed upon strategies outlined in this plan are designed to assist with improved academic performance.

I acknowledge the minimum academic standards to be met (please initial on the line):

_____ successfully complete at least 3.5 full courses, three of them academic

_____ 1.67 minimum cumulative GPA

Strategies for meeting these standards:

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

Additional goals, if any:

- _____
- _____
- _____

I acknowledge that a copy of this plan will be sent to my academic advisor.

Student Signature _____ Date _____

AARC Dean Signature _____ Date _____

Assoc. Dean Approval _____ Date _____