Students who withdraw from a CE class and wish to retake that class, and students who have earned a SLCC college GPA of 2.0 or lower, must meet with the CE coordinator or counselor at the high school to discuss the items below prior to retaking the course or having the academic warning hold removed. Students may retake a courses one time only.

**STUDENT AND CE COORDINATOR/COUNSELOR REVIEW THE FOLLOWING:**

1. What factors does the student and teacher (if available) think led to the student poor performance?
2. How did the actions or attitude of the student contribute to that poor performance?
3. If the student were to face the same challenges during the upcoming semester what would the student do differently to navigate those challenges and be successful?
4. What makes the student think that he or she can be successful in the course(s) he or she is requesting to take during the upcoming semester?
5. Review the following:

**IMPACT OF POOR PERFORMANCE ON FEDERAL FINANCIAL AID:** While one or two poor grades or withdrawals, are relatively easy to recover from if the student performs well in subsequent courses, continual poor performance or consecutive withdrawal from college classes can have a negative impact on a student’s access to federal financial aid. Student attending concurrent enrollment classes will be under the same satisfactory academic progress requirements as a regular student when they transition to a matriculated, degree seeking student at SLCC. That means the student must maintain a 2.00 cumulative grade point average and a pace (completion rate) of 70%. If a high school student withdraws from or fails a class, they may enter SLCC in a warning status for their financial aid. If they reach the required minimum after their first semester as a regular student, there should be no issues. If they do not reach the minimum requirements, they will still have the option of appealing and may continue to receive financial aid in a probationary status. If they are not applying for and/or receiving financial aid, these requirements do not apply.

**IMPACT ON OTHER COLLEGE FACTORS:** Poor performance in concurrent enrollment classes impact your college GPA which is accessible by other higher education institutions. This means that if you are applying to a highly competitive college or university, wish to participate in college sports, or are seeking scholarships, your grade in your concurrent enrollment classes can impact your eligibility at these institutions.

**Processing and Notification**

If, after discussing the questions above with the student, both the student and high school CE coordinator and/or counselor feel confident in the student’s ability to be successful during subsequent semesters, or in retaking a course, both the student and high school representative sign the form below and submit the scanned form through a MyCE Support Request to the SLCC Concurrent Enrollment Office. The high school reserves the right to deny a request if they are not satisfied with the student’s responses to the questions above.

**Student S Number:**       **Student Name:**       **Today’s Date:**

**Student Bruinmail:**       **High School:**

**STUDENT:** I have discussed with my counselor the above information and accept full responsibility for my performance in subsequent concurrent enrollment classes?

**CE COORDINATOR OR HIGH SCHOOL COUNSELOR:** I have discussed the above information with the student and feel confident in the students ability to be more successful during subsequent semesters based on our conversation.

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Student Signature Date Counselor or CE Coordinator Signature Date