

## **NAVARRO COLLEGE ADMINISTRATIVE POLICIES AND PROCEDURES MANUAL SECTION IV -THE EDUCATIONAL PROGRAM**

### **IV.05.01 Satisfactory Attendance and Academic Progress Requirements for Residence Life**

Effective Fall 2006, the Navarro College Board of Trustees has adopted the following requirements for all students residing in residence halls.

#### **1. Enrollment in 12 SCH**

All residents are required to be enrolled in at least twelve (12) semester credit hours when residing in residence halls in the sixteen-week fall and spring semesters. Enrollment in at least three (3) semester credit hours is required for residents residing in a mini-semester or summer term.

Beginning with the third week of the semester and weekly thereafter, the Vice President of Student Services in cooperation with the Director of Residence Life will determine the enrollment status of all resident students. All students not currently enrolled in the required number of hours will be required to move out of Navarro College Residence Life within 48 hours.

#### **2. Attendance Requirement**

All Residence Life students will be monitored to assure that they are in strict compliance with the Navarro College Attendance Policy as cited in the Navarro Catalog. "Excessive absenteeism is defined as being equivalent to two (2) weeks of instruction in a sixteen (16) week semester."

At the end of the fifth, eighth and tenth week of classes, the faculty will be required to submit a listing of students with excessive absenteeism or not attending classes (exceptions to this policy will be excused absence due to athletic competition, illness verified by medical doctor, or excused absence by the faculty member). This attendance report will be administered by the Vice President of Student Services and a copy of the report will be provided to the Student Financial Aid Office and the Residence Life Office.

Students residing in residence halls who are in noncompliance with this policy will be given one warning commensurate with the first offense. Students will be informed they are subject to removal from the residence life at the College with one additional occurrence. Notice of the second unexcused absence will result in the student being dismissed from the Navarro College Residence Life Program.

The Vice President of Student Services will require all Residence Life students not attending class or with excessive absences to move out of the residence hall within 48 hours.

### **3. Grade Point Average (GPA) Requirement**

Any student who completes any fall or spring semester and has achieved no grade points will not be eligible to reside in the residence hall the following semester.

### **4. Course Load Requirement**

Students residing in residence halls must ensure that their course load includes at least two-thirds traditional lecture/laboratory form with a face-to-face teacher-student relationship in a classroom on one of the Navarro College campus sites. This face-to-face teacher-student relationship must prevail throughout the full sixteen-week semester. Exceptions to this policy will be approved by the Vice President of Student Services.

Students who fail to meet this requirement will not be permitted to become a resident student living on campus. If the student course load fails to meet this requirement at any time during a long semester and the student has been permitted to participate in the residence life program, the student will be removed from the residence life program within one-week following notice in violation of College policy.

The Residence Life Department strives to provide a suitable environment for all residents during their stay on the Navarro college campus. The purpose of this policy is to nurture residents and to support their academic progress during their enrollment at Navarro College.

The above policies will be administered by the Vice President of Student Services. Any appeals or exceptions to these policies must be approved by the Residence Life Appeals Committee composed of the Director of Residence Life, the Assistant to the Vice President of Student Services, the Director of Student Activities, a student representing the Student Government Association and a faculty member appointed by the Faculty Association Executive Committee.