

Winter 2018  
Welcome to the  
Student Success Workshop  
**De Anza Counseling and Advising Center**

# Introductions

- How many of you have come into the Counseling Center before?
- *Helpful tip: You can make an appointment to meet with a counselor.*
- If you are on probation you will be sent an email informing you what level of probation you are on and what intervention you need to complete if you have a hold on your registration.
- *Helpful tip: Please read all emails from De Anza as soon as you receive them.*

# Success Strategy #1: COUN 50: Introduction to College

- How many of you have taken COUN 50: Introduction to College?
- *Helpful tip: You will learn everything you need to know to accomplish your academic goal in COUN 50.*
- Students who take COUN 50 and meet regularly with a counselor are more likely to have a comprehensive ed plan and be on track.
- It's never too late to benefit from taking this class.

# Choice of Major

- How many are undecided in their choice of major?
- Students who are undecided are often less motivated and unfocused and perhaps more likely to be on probation.
- ***Helpful tip: Undecided students are invited to meet with a counselor and take CLP 70: Self-Assessment or CLP 75: College Major and Career Options.***

# Your GPA and College Transcripts

- How many of you know what is your current GPA (grade point average)?
- Where can you find your GPA?
- You can find your GPA and all the classes you have taken at De Anza on your **My Portal**.
- Select the **Registration** tab and select **View My Unofficial Transcript**.
- *Helpful tip: Scroll through and identify all the classes with 'D's & 'F's. Make these classes a priority to retake.*

# Levels of Probation

- There are five levels of academic probation.
- Students will advance to the next level of probation in each consecutive enrolled quarter in which they do not earn a cumulative GPA of 2.0.
- Students who earn a cumulative GPA of less than 2.0 in each of the five consecutive enrolled quarters will be on Dismissal status.

# Levels of Probation

- **Level 1: Basic Probation.** Hold – attend Student Success Workshop
- **Level 2: Moderate Probation.** No hold – review this PowerPoint, take a quiz and meet with a counselor
- **Level 3: Severe Probation.** Hold - complete [APR](#) Academic Progress Report form and meet with a counselor
- **Level 4: Pre-dismissal.** No hold – Read and reply to email acknowledging pre-dismissal implications
- **Level 6: Dismissal** (excluding summer). Hold – option to appeal by completing [APR](#) and meet with a counselor
- **Readmission.** Meet with a counselor to develop an ed plan

|                        | Winter 2018                      | Spring 2018                   | Fall 2018                             | Winter 2019                      | Spring 2019                                    |
|------------------------|----------------------------------|-------------------------------|---------------------------------------|----------------------------------|--|
| Level 1: Basic         | Hold for Spring 2018<br>Workshop |                               |                                       |                                  |  |
| Level 2: Moderate      |                                  | No Hold for Fall 2018<br>Quiz |                                       |                                  |  |
| Level 3: Severe        |                                  |                               | Hold for Winter 2018<br>APR Counselor |                                  |  |
| Level 4: Pre-Dismissal |                                  |                               |                                       | No Hold for Spring 2019<br>Email |  |
| Level 6: Dismissal     |                                  |                               |                                       |                                  | Hold and Dismissal for Fall 2019<br>APR Appeal |



# Priority Registration

- Students who are on probation for two consecutive quarters lose their priority registration status.
- More information about [priority registration](#) can be found on the De Anza web site.

# What is Academic Probation

- A student who has attempted 18 or more quarter units will be placed on academic probation if the student has earned a cumulative grade point average (GPA) below 2.0 in all units.
- **Cumulative GPA:** your entire De Anza history
- **Current GPA:** the GPA you earned last quarter
- A student on academic probation shall be removed from probation when the student's cumulative GPA is 2.0 or higher.

# Success Strategy #2: Retake classes

- The fastest way to improve your GPA is to retake classes you did not pass at De Anza.
- The more recent grade is included in your GPA and the original grade will be excluded.

Winter 2017

|          |   |         |          |
|----------|---|---------|----------|
| Hist 17A | F | GPA = 0 | Excluded |
|----------|---|---------|----------|

Fall 2017

|          |   |           |          |
|----------|---|-----------|----------|
| Hist 17A | A | GPA = 4.0 | Included |
|----------|---|-----------|----------|

**This is great news!**

***Helpful tip: Taking your English classes as soon as possible will help you succeed in your other classes.***

# **Class Repeat Policy**

- Students cannot repeat a course if they receive a C grade or higher.
- Students cannot enroll in a course more than three times.
- If you receive two Ws, two substandard grades, or a combination of a W and D/F in a course, the system will block you from enrolling again without an override. You will need to request an override from Admissions and Records to register in the course again.

# Understanding Progress Probation

- Progress Probation occurs when a student has attempted at least 18 quarter units and the percentage of “W” (Withdrawal), “I” (Incomplete), and “NP” (No Pass) received in those units reaches or exceeds 50%.
- Progress probation has nothing to do with GPA. It’s about course completion percentage.
- A student will be removed from progress probation when the percentage of course completion is 50% or higher.

## **Success Strategy #3: Know the Academic Calendar**

- Be aware of drop deadlines. The second Sunday of each 12 week quarter is the last day to drop a class with no record of grade.
- The 8<sup>th</sup> Friday of the quarter is the last day to drop for a W (withdrawal).
- Only enroll in classes you are certain you will complete.

# **Success Strategy 4: Time Management Skills Are Important To Your Success**

- If you work, how many hours a week do you work?
- How much time do you need to devote to your other responsibilities like family, relationships or engaging in other activities that are important to you?
- How much time do you need for personal needs such as sleeping, eating, and traveling to and from school?
- Create a daily and weekly schedule to see how much time you have left for school. Once you have an idea of how many hours a week you can realistically allocate to school, figure out how many units you should take. The following is a recommended formula to determine the total time required for success in a class.

# Time Management and College Units

Formula: 2 hours of study time should be planned for each unit taken

## Example

12 units = 12 hours per week in class

Study time = 12 hours x 2 hours = 24 hours study time

Total time = 12 hours in class + 24 hours of study time = 36 hours per week to focus on all classes.

## Managing Work and School

- If you work 15 hours/week, then consider enrolling in no more than 12 - 15 units.
- If you work 25 hours/week, then consider enrolling in no more than 9 - 12 units.
- If you work 40 hours/week, then consider enrolling in no more than 4 - 8 units.



## Success Strategy #5

### The Benefit of Pass/No Pass Classes

- Taking classes for Pass/No Pass (P/NP) can be an effective way to raise your GPA for many reasons.
- P/NP are non letter grades and do not *directly* affect GPA.
- To earn a Pass you must earn a C grade or higher.
- To earn a No Pass, you must earn a D+ grade or lower.
- De Anza does not offer the grade of C-

# The Benefit of Pass/No Pass Classes

- Certain classes must always be taken for a letter grade: A, B, C
- Your **major** courses must be taken for a letter grade.
- The **Golden Four** classes for GE must be taken for a letter grade.
- Other GE classes, prerequisites and electives can be taken for P/NP.
- Be careful: some GE classes also satisfy a major requirement and must be taken for a letter grade.
- The IGETC limits students to 21 units for P/NP.
- **Helpful tip:** Make sure you complete the GE certification request form before transferring.
- You have until the fourth Friday of the academic calendar to request P/NP.
- **Helpful tip:** A counselor can advise you which classes are safe to take for P/NP.

- When taking a full load, identify which classes must be taken for a letter grade and which classes can be taken for P/NP.
- Using your time management skills, focus your time and energy on letter grade classes at the expense of your P/NP classes.
- Translation: Do A work in classes that count and do less than A work in P/NP classes and your GPA remains high.

# Which scenario produces a higher GPA?

1: Fall 2017

EWRT 1A     A

MATH 10     A

PSYC 1       B

GPA: 3.71

2: Fall 2017

EWRT 1A     A

MATH 10     A

PSYC 1       P

GPA: 4.0

# Success Strategy #6 Campus Resources

- Develop a comprehensive ed plan with a [counselor](#). We are committed to your success.
- Take advantage of your instructor's office hours to get additional assistance.
- Take advantage of the [Student Success Center](#) which includes tutoring.
- Check out a complete list of [A – Z services](#).
- Join a study group.

# Final Thoughts

- Retake classes at the college you originally attended to improve your GPA.
- Retake classes before you apply for transfer.
- Identify triggers that may hinder your academic success (having electronic devices nearby when studying).
- Find a healthy balance between college and your personal life using proactive time management skills.
- Check your unofficial transcript and repeat classes with substandard grades as soon as possible.
- Pay attention to the academic calendar for important deadlines.
- Take COUN 50: Introduction to College to get on track.
- Take CLP 70 or 75 if you are undecided in your choice of major.

# Your Probation Hold

- Will be removed after this workshop.
- If you see you still have a probation hold come to the Counseling Center front desk and we will make sure the hold is removed.
- There are other types of holds as well such as cashier holds and bookstore rental holds.
- If you are currently not attending then you need to reapply to De Anza.