

<b>OGDEN-WEBER TECHNICAL COLLEGE</b>	Number  530.2	Effective Date 3/16/00 Revised 2/6/20 12/15/22 07/01/2024	Page  1 of 2
<b>POLICY</b>	Approval: President's Cabinet		
Title  <b>ACADEMIC PERFORMANCE</b>			

**1. PURPOSE AND SCOPE**

The purpose of the policy is to provide guidelines for student attendance and academic performance standards.

**2. POLICY**

It is the policy of the College that students are expected to maintain satisfactory academic performance in their instructional programs.

**3. DEFINITIONS**

- 3.1 Satisfactory Academic Performance (SAP):** The measure to determine if a student is progressing through their course or program at a satisfactory pace. SAP is measured by the number of credits completed vs the number of credits attempted.
- 3.2 Academic Activity:** To show participation, work on course requirements or projects, examinations or any completion activity sanctioned by the college in which the student participates for the purpose of gaining academic credit.
- 3.3 End Date:** The course end date as determined by a student's scheduling status.
- 3.4 Academic Period:** A 15-week period of time in which the student has an active schedule.
- 3.5 Full-Time Student:** A student who is scheduled for a 30-credit academic year, or 15 credits per academic period, or 1 credit per week.
- 3.6 Part-Time Student:** A student who is scheduled for a 15-credit academic year, or 7.5 credits per academic period, or 1 credit every two weeks.
- 3.7 Limited-Time Student:** A student who is scheduled for 6 credits per academic year, 3 credits per academic period, or 1 credit every 5 weeks. The limited option

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is a reduced schedule that is only available for high school students, apprenticeship students, or for students approved by their program counselor for a temporary schedule adjustment.

**4. REFERENCES**

- Americans with Disabilities Act
- Ogden-Weber Technical College Schedule Changes, Leave of Absence, and Other Leave policy (#530.6)
- Ogden-Weber Technical College Campus and Building Closures policy (#510.12)
- Ogden-Weber Technical College Student Tuition Refund policy (#530.9)

<p style="text-align: center;"><b>OGDEN-WEBER TECHNICAL COLLEGE</b></p>	<p style="text-align: center;">Number  530.2-PR</p>	<p style="text-align: center;">Effective Date 3/16/00 Revised 2/6/20 12/15/22 7/1/24</p>	<p style="text-align: center;">Page  1 of 2</p>
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**1. Attendance in program certificates that require attendance**

- 1.1** Students in on-campus courses that require attendance are expected to clock in and be in class during their scheduled time.
- 1.1.1** Students who do not clock in or out of their classes shall be marked absent.
- 1.1.2** Students must be physically present and on the clock to receive attendance credit.

**2. Performance**

- 2.1** Students shall maintain satisfactory academic performance (SAP) by engaging in their course and maintaining academic activity.
- 2.2** SAP is measured by the number of credits completed vs the number of credits attempted. To achieve SAP, a student must complete 67% of the credits attempted in an academic period.
- 2.2.1** A full-time student attempting 15 credits must complete 10 credits.
- 2.2.2** A part-time student attempting 8 credits must complete 5 credits.
- 2.2.3** A limited-time student attempting 6 credits must complete 4 credits.
- 2.3** Unsatisfactory academic activity may impact a student's ability to complete their course by the scheduled end date. Students who do not successfully complete their coursework by their course end date must meet with their program coordinator and/or counselor to discuss options.
- 2.4** Unsatisfactory performance or academic activity may require additional course attempts and affect students' tuition costs and ability to maintain financial aid resources.

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**3. Campus/Building Closure**

- 3.1 Campus Closure:** When an official closure of all buildings on the main and/or satellite campuses occurs, students’ end date may be extended and no tuition is refunded.
- 3.2 Building Closure:** If a specific building or buildings on the main or satellite campus is closed, any required attendance is calculated as a regular school day.