



Policy Name:	Grades: Five- and Eleven-Week Advisory
Effective Date:	Unknown
Last Revision Date:	N/A
Last Review Date:	December 9, 2021
Approving Authority:	Northwest Leadership Team
Responsible Office:	Registrar's Office
Category:	Academics and Enrollment

### **Purpose**

To ensure that students are informed of their academic progress throughout the trimester and to set forth the process for unsatisfactory coursework.

### **Policy**

In order to inform students of their academic progress, instructors are asked to report grades at five- and eleven-weeks.

Students notified of unsatisfactory coursework at five weeks are expected to follow up with the instructor in a conference, to address the areas of concern personally and systematically, and/or to seek academic support through available campus resources.

Students notified of unsatisfactory coursework at eleven weeks are encouraged to consult the instructor and/or academic advisor to discuss options prior to the last date to drop a course.

These advisory grades are not permanently recorded.