
Probation Packet

Northwest University

Academic Success & Advising Center



pro•ba•tion

prO- 'bA-sh&n

noun

1: critical examination and evaluation or subjection to such examination and evaluation.

2 a: subjection of an individual to a period of testing and trial to ascertain fitness (as for a job or school)...

c: the state or a period of being subject to probation

Adapted from Merriam-Webster's Collegiate Dictionary

Getting Off Probation & Getting On with Your Education

When students consistently earn low grades or do not complete coursework, a signal indicating that all is not well often arrives in the form of a probation letter. This letter outlines the conditions that you must meet in order to remain at the university.

Rather than beat yourself up because things are not as you would like them to be, remind yourself that learning means taking chances and growth involves risk. Think how different it would be if everyone viewed failure as a necessary part of growth and success.

Learning through error may not be the easiest path to take, but it is a familiar one to many successful people. If you are willing, you can learn from errors. The road that links failure to success requires finding the connection between what you do and the results you get. When you are not getting the results you want, CHANGE IS IN ORDER.

To learn from error, you have to take a close look at what went wrong. Your situation is unique to you, and you will find that no one else's answer to "What makes learning in college difficult?" exactly fits your circumstances. Academic Success offers some guidelines to help you answer the question for yourself. There are a number of resources available to help you turn things around and become academically successful. This questionnaire is an opportunity for you to reflect on, and explain why you have had academic difficulty so we can direct you to the appropriate resources for help.

Take a few minutes to reflect on your last semester and answer the questions as honestly as possible. This may help you sort through your own thoughts and feelings and can provide a starting place for a conversation with an Academic Success staff member.

Probation Frequently Asked Questions

I received a letter that says I am on probation. What does that mean?

Being placed on probation means that your current cumulative grade point average is below the minimum required GPA. If you do not raise your *cumulative* GPA to the required minimum of 2.0, it will not be possible to graduate. Northwest University wants to help make sure you will be able to graduate. When your grades are too low, you are placed on probation so you will know that your grades are too low. Therefore, you can seek the help you need to get your academic career turned in the right direction.

The letter I received says I have to enroll in *PSYC 1001: Academic Success*. Why?

PSYC 1001: Academic Success is a class that is designed to help you understand why you may have had so much trouble succeeding in class and help you develop some of the tools and skills necessary to be successful. Here are some of the things you will learn: how to take notes more effectively; how to study more effectively; how to better manage your time so you have enough time to study; what resources are available to help you; and how to set realistic goals and expectations for your academic success.

What do I have to do to get off probation?

You must raise your cumulative grade point average to the required level, depending on the number of hours you have earned.

Credit hours earned	Minimum Grade Point Average (GPA)
1-29	1.7
30-59	1.9
60 or more	2.0

Remember, in order to graduate, both your cumulative grade point average and your grade point average in your major must be at least 2.0.

Is there anyone who can help me while I'm on probation?

Yes! There are a number of resources on campus to help you. For example:

[Academic Success & Advising Office](#) – 425.889.5227

[Counseling Center](#) – 425.889.5282

Can I take classes somewhere else and transfer them while I'm on probation?

You may be able to take classes at another school while you are on probation. You will need to check with your individual school. Some schools require that you be in a good academic standing at your home institution before you can take classes there.

Will taking classes somewhere help me get off probation?

No. When you take classes at another institution and transfer the credits back, only the credits transfer. Grades do not transfer. So the *grades* you might earn at another institution will not transfer back to Northwest and will not be calculated in your grade point average here.

The letter I received says I will be limited to 13 credits. Why?

We limit probation students to 13 credits or less so that they can concentrate on their classes. In some cases, 14 credits may be approved depending on the nature of the classes.

What happens if I don't get off probation?

You will stay on probation for no more than two consecutive semesters, still limited to 13 credits or less. After two semesters if there is no sign of significant improvement, you will be academically suspended. This includes your first semester if you were admitted on probation.

The letter I received said that if I don't get off probation I am at risk of being dismissed.**What does that mean?**

It means that if you do not raise your GPA to the appropriate level, you will not be allowed to take classes the next semester. If you are registered for classes you will be administratively withdrawn no later than the last day of Add/Drop week. If you choose to appeal the suspension you must have your appeal reviewed and approved in order to stay in classes. In order to return to Northwest in future semesters you must reapply and are subject to the Academic standards for Admission.

Class Designation

- | | |
|--------------------------------------|--|
| <input type="checkbox"/> First Year | <input type="checkbox"/> Third Year |
| <input type="checkbox"/> Second Year | <input type="checkbox"/> Fourth Year or more |

Probation Questionnaire

Name _____
Last First MI Former

ID # _____ NU Box # _____ Cell Phone # _____

Email Use NU email Other _____

Learning in college is difficult when...

- Personal factors interfere with your performance
- You are unhappy with the college you are attending
- You have problems with your courses
- Your approach to studying does not bring good results for you
- You are not really sure that you want to be in college at all/right now

Let's consider these one at a time:

Learning in college is difficult when personal factors interfere with your performance

Events in your personal life have a tremendous impact on both your motivation to study and your ability to learn effectively.

Check all the items that were a problem for you:

- | | | |
|---|---|---|
| <input type="checkbox"/> Poor health | <input type="checkbox"/> Lack of confidence in my abilities | <input type="checkbox"/> Alcohol overuse |
| <input type="checkbox"/> Too many commitments | <input type="checkbox"/> Pressure from parents | <input type="checkbox"/> Drug use |
| <input type="checkbox"/> Clash between job and school | <input type="checkbox"/> Financial difficulty | <input type="checkbox"/> Gambling |
| <input type="checkbox"/> Change in relationship with someone important to me | <input type="checkbox"/> Lack of child care | <input type="checkbox"/> Online activities |
| <input type="checkbox"/> I was employed during the semester (_____ hrs/week) | <input type="checkbox"/> Family problems | <input type="checkbox"/> Computer/Video games |
| <input type="checkbox"/> No transportation | <input type="checkbox"/> Social distractions | <input type="checkbox"/> Other (please specify) |
| <input type="checkbox"/> Anxiety | <input type="checkbox"/> Unresolved problems | _____ |
| <input type="checkbox"/> Too much social life | <input type="checkbox"/> Loneliness | _____ |

Learning in college is difficult when you are unhappy with the college you are attending

Once you are at a college, you find out more about what it is really like. When your everyday campus experience is far different from what you would like it to be, you may find it harder to achieve the results you want.

Check all the items that were a problem for you:

- | | | |
|---|---|--|
| <input type="checkbox"/> Poor advising | <input type="checkbox"/> No opportunity for involvement with other students | <input type="checkbox"/> Lack of good tutors |
| <input type="checkbox"/> Classes too large or too small | <input type="checkbox"/> Few support services to help me | <input type="checkbox"/> Inadequate study facilities |
| <input type="checkbox"/> Campus values differ from mine | <input type="checkbox"/> Poor teaching | <input type="checkbox"/> Problems with an instructor |
| <input type="checkbox"/> Few people with background and interests like mine | <input type="checkbox"/> Inconvenient hours | <input type="checkbox"/> Other (please specify) |
-

Learning in college is difficult when you have problems with your courses

The particular courses you choose as well as your overall course load and schedule for a given semester may influence your success.

Check all the items that were a problem for you:

- | | | |
|---|--|---|
| <input type="checkbox"/> No interest in a particular course. Which course(s)?

_____ | <input type="checkbox"/> Did not take advantage of support services (advising, Academic Success, Writing Center, etc.) | <input type="checkbox"/> Courses unavailable when I need them |
| <input type="checkbox"/> Inadequate background for a course. Which course(s)?

_____ | <input type="checkbox"/> Course load was too heavy | <input type="checkbox"/> Amount of work assigned in courses |
| <input type="checkbox"/> Course does not fit my academic and career goals. Which course(s)?

_____ | <input type="checkbox"/> Uncertain about academic career goals | <input type="checkbox"/> Too little time available in my schedule to complete assigned work |
| <input type="checkbox"/> No tutors or other support for course. Which course(s)?

_____ | <input type="checkbox"/> Unsure about the connection between academic and career goals | <input type="checkbox"/> Burnout from taking classes |
| <input type="checkbox"/> Declared my major without researching degree requirements | <input type="checkbox"/> Unrealistic course choices | |

Learning in college is difficult when your approach to studying does not bring good results

Many people do not realize that there are different ways to go about studying. How you study can make a tremendous difference in how well you learn.

Check all the items that were a problem for you:

- | | | |
|---|---|---|
| <input type="checkbox"/> Good intentions but poor follow-through | <input type="checkbox"/> Worries about failure interrupt my thinking/studying | <input type="checkbox"/> Difficulty in some kinds of classes |
| <input type="checkbox"/> Uncertain about what is important to study | <input type="checkbox"/> Material quickly forgotten | <input type="checkbox"/> Unprepared for classes |
| <input type="checkbox"/> Unexpected questions on test | <input type="checkbox"/> Unsure about how to learn material | <input type="checkbox"/> Too little time for review |
| <input type="checkbox"/> Memorization substituted for understanding | <input type="checkbox"/> Spotty reading of textbooks | <input type="checkbox"/> Too little time to prepare for tests |
| <input type="checkbox"/> Lecture notes useless for studying | <input type="checkbox"/> Concentration is easily broken | <input type="checkbox"/> Don't spend enough time studying |

Learning in college is difficult when you are really not sure that you want to be in college

Students who question their commitment to college often feel unmotivated to do the everyday work that earning a degree in higher education requires.

Check all the items that were a problem for you:

- | | | |
|--|--|--|
| <input type="checkbox"/> Only enrolled in college because I was expected to | <input type="checkbox"/> Negative emotions (stress, boredom, frustration, etc.) have become the norm | <input type="checkbox"/> Unsure how school fits into my goals |
| <input type="checkbox"/> Self-discipline rather than motivation keeps me on campus | <input type="checkbox"/> Off-campus activities distract me | <input type="checkbox"/> Little or no energy for my major |
| <input type="checkbox"/> Working/earning money is more important to me | <input type="checkbox"/> Little interest in my courses | <input type="checkbox"/> Unsure of career options following completion of degree |
| <input type="checkbox"/> Life seems to be 'on hold' while I am in school | <input type="checkbox"/> Learning is rarely fun | |

Personal Academic Success Plan & Contract

Review the items you marked in each section that have made learning in college difficult for you. Which section(s) and reasons have contributed the most to your difficulties? Think about these section(s) and reasons; what specific things (i.e., keeping up with assignments, structuring time more effectively, working with an advisor for better course selections, etc.) can you do to make your learning more successful? Write your plan for academic success for the upcoming semester. (Limit to 900 words)

Academic Success Recommendation

(This will be filled out by an Academic Success Staff member)

Upon reviewing your questionnaire and the plan you propose, Academic Success agrees to provide the following support:

Other Recommendations:

I have reviewed this contract with an Academic Success staff member and understand that I have the right to make additions, changes or adaptations throughout the semester by working with my assigned Academic Success staff member. I am clear what the conditions are for me to be removed from probation.

Student Signature

Date

Staff Signature

Date

Weekly Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
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