

<b>Policy: Student Grade Conference</b>	<b>Number: 713.05</b>
<b>Date Revised: 03-01-18</b>	<b>Supersedes: C-10</b>
<b>Cross Reference: N/A</b>	<b>Issued: 08-23-93</b>

Identification of students whose classroom or lab performance is likely to result in a failing grade shall be a high priority for all instructors. Taken early in the term, remedial action might enable a student to improve to an acceptable level.

By no later than mid-term, instructors should notify students with cumulative grades of "S" or "U" that they need to make significant improvement in order to receive a passing final grade. If necessary, a counseling session will be scheduled and attended by the instructor, the student, and a student services representative. At this session, the reasons for the failing grades and the quality and type of any remedial work needed shall be discussed with the student.