The Academic Standing of your student is very important. It may impact financial aid, scholarship opportunities, registration, and possibilities.

Academic Standing may be:

**GOOD:**

<table>
<thead>
<tr>
<th># of credits</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>12-23 credits</td>
<td>1.7</td>
</tr>
<tr>
<td>24-35 credits</td>
<td>1.8</td>
</tr>
<tr>
<td>36-47 credits</td>
<td>1.9</td>
</tr>
<tr>
<td>48+</td>
<td>2.0*</td>
</tr>
</tbody>
</table>

- minimum gpa limited for graduation

**Probation** If minimum GPA requirements are not met student is placed on probation. This serves as a warning that their cumulative GPA is unsatisfactory.

Restrictions: Students must meet with a counselor to determine course selection. Must register in person with permission

**Suspension** If a student does not meet the minimum GPA requirements after a semester of probation their status will be changed to Suspended and their Academic Status will be “unsatisfactory”. Notice of status will be sent to the student along with conditions to apply for reinstatement

Restrictions: Must submit application for Academic Reinstatement and pay fee). Application will be reviewed by committee and decision mailed to student. Must register in person with permission

Student may be required to sit out for a semester and/or will not be allowed to take summer classes or number of classes may be limited. Classified as a “CONDITIONAL SEMESTER”

**Dismissal**— failing to meet the terms set in the conditional semester will lead a student to being dismissed.

Student must make an appointment to meet with a counselor to determine academic future at BCC.

**INCOMPLETE GRADE—“N” on Grade Report**

The grade incomplete “INC” indicates that a portion of required course work has not been completed by the end of the semester due to unforeseen, but fully justified reasons, and there is still a possibility of earning credit.

It is the responsibility of the student to bring pertinent information to the instructor and to reach agreement on the means by which the remaining course requirements will be satisfied. The instructor may not issue the “INC” grade unless it is requested by the student and the conditions for resolving the incomplete are agreed upon in a contract, with the exception of missing the final exam due to an emergency.

All grades of “INC” that are not resolved by the deadline in the academic calendar will be converted to grades of “F.”

A student is not eligible to receive a degree until outstanding “INC” grades are resolved either by completion with a passing grade or by acceptance of an “F” (failing) grade.
Repeating a course

Your student has the option to repeat once any course in which a grade of D, C, C+, B or B+ was earned and only the higher earned grade shall be computed in the grade point average (GPA).

The lower grade will no longer be calculated into the GPA computation. It will appear as an "R" on the student transcripts.

Coursework is not removed from your transcripts, but the grade is not calculated and will not impact your cumulative GPA.

Your student shall have the option to repeat an “F” or “E” grade earned once. If the student fails to complete the course after two attempts, the student will need to meet with a Counselor to request permission to take the course a third time. Permission to repeat is not automatic.

Please note, it is understood that a student who earns a “D” grade does pass the class and generally shall be able to pursue the next higher course.

Exceptions should be noted for all Health Professions courses and for selected courses as noted in individual course descriptions.

First semester grades

During Orientation, sessions with Advisors and our Success 101 course we emphasize the importance of knowing when to ask for help, and we ask parents to reinforce that message.

Review the college websites and new-student materials with information about our tutoring centers, math labs, academic and personal counseling offices and be ready to suggest the appropriate contact if your student seems to be struggling in one area or another.

Parents and students both may get a shock when the first grades come in after first semester exams.

For students and parents with great expectations, finding out a class was failed or your student stopped attending may come as a surprise.

We encourage you to review your students grades at the end of every semester.

Academic Honors

Dean’s List

The Dean’s List is official recognition by the faculty of outstanding academic accomplishment. Any degree-seeking student who has maintained a cumulative scholastic average of 3.5 or better (minimum 24 credits) qualifies for this honor. The Dean’s List is compiled each semester several weeks after grades are processed.

Honors List

The Honors List is an official recognition by the faculty of outstanding academic achievement during the course of one semester. Any degree-seeking student who has attained a scholastic average of 3.5 or better (minimum 12 credits) qualifies for this honor. The Honors List is compiled each semester several weeks after grades are processed.
Phi Theta Kappa

Phi Theta Kappa (PTK), the International Honor Society of the Two-Year College recognized by the American Association of Community Colleges, is represented at Bergen Community College by the Alpha Epsilon Phi Chapter. Its purpose is the recognition of academic excellence and the promotion of scholarship, fellowship, leadership, and service in the two-year college. Students must meet the following criteria for membership and retention.

New Members. Qualified students are selected from those who are registered for the fall or spring semesters. Membership is not open during the summer session. Students must be invited to join by the College President. Students will receive a letter in the mail if they qualify.

School of Honors

The Judith K. Winn School of Honors is an academic program offering courses for all qualifying students, incoming freshman, transfer or continuing students who meet ONE of the following criteria:

- Combined SAT score of 1700 or higher
- Accuplacer score of 275 or higher in English
- College GPA of 3.4 or higher
- A Professor’s or Counselors recommendation for consideration for entry to the program
- Minimum Mathematics SAT score of 600
- Mathematics Placement Test Score of 90—120

To take Honors Mathematics courses the qualifying student must also meet ONE of the following criteria

- Combined SAT score of 1700 or higher
- Accuplacer score of 275 or higher in English
- College GPA of 3.4 or higher
- A Professor’s or Counselors recommendation for consideration for entry to the program
- Minimum Mathematics SAT score of 600
- Mathematics Placement Test Score of 90—120

For more information contact the Honors Director, Professor Makowiecka at mmakowiecka@bergen.edu

Final Grades and what to do about them...

We hear it all the time from students “I got an A” or the “The teacher gave me an F”.

The reality is, normally, the grade posted on web advisor is the grade that your student earned.

It is important for you and your student to review the grades at the end of every semester. This helps with planning and avoids surprises.

If your student is confused over a final grade posted, have them do something about it.

1. Review syllabus for the course to determine the criteria for the grade. Did being absent impact the final grade? Could lack of class participation have lowered the grade?
2. If the grade is still questionable, contact the professor. Contact information will be on the syllabus. Be sure to include your name, id, course and section of the course.
3. Time should be allowed for the professor to respond. They may not look at their email over break.
4. If need be the next step would be to contact the Department and request the grade be reviewed.
Bergen Community College

A118
Center for Student Success
201 612 5480
aacenter@bergen.edu

BCC Support Services include:
- Tutoring Center
- Math Lab
- Library
- Center for Student Success

Do something today that your future self will thank you for

Academic Advising

Tuition payments and class scheduling

Be prepared -
Be advised and educated on what type of financial aid is available for your student.

Also, be sure to file the FAFSA as early as possible to ensure you are able to get the maximum funding.

Plan on completing your personal income tax return in January or February. (if possible)

Financial aid offices distribute much of their aid on a first-come, first-served basis, so keeping one step ahead of the game is crucial.

When your student registers for classes, the date of when their tuition is due will be posted. The date is also available on web advisor under “account summary”.

If tuition is not paid by deadline, classes will be dropped and the registration process will have to be started all over again, from the beginning.

The classes that your student had been registered for may no longer be available.

Web advisor will let you monitor your account financially and academically. Having access to web advisor and knowing how to use it is a very important part of being a college student.

The closer it gets to the start of the semester, may determine how quickly the seat deletes occur and the availability of courses.