



## GENERAL RETENTION POLICY

In order to monitor periodically the academic performance of the students in the programs they are pursuing as well as to streamline enrollment in programs with licensure examination, below is the general retention policy for all programs:

1. The failing grades are 5.0, 6.0 (FA) and 8.0 (UW) in all subjects.
2. Students who failed in one or two courses in any semester shall be given an academic warning under the supervision of the program chair/coordinator. If a freshman fails 30% of the total academic units enrolled in the current school year, he/she will be placed on academic probation the following year.
3. Academic probation starts in the second year level of students and they will be placed under the individual program of study (IPOS).
4. Other than the regular Summer term offerings, subjects offered during the Summer Term are those that the students failed during the regular semester. In no way should the students be allowed to take advance courses.
5. Academic probation is lifted when the student's cumulative grade point average reaches the required minimum for the program and that the student has not failed any of the courses enrolled in the succeeding two consecutive semesters.
6. All other policies specific to the program and school/college will take effect.

### SCHOOL OF COMPUTING

The School of Computing (SoC) establishes standards and guidelines that must be address to ensure the education and experiences received by SoC graduates are of adequate quality. The retention policy requires that the criteria and policies for academic progress, probation, remediation, and dismissal be stated and readily available. Progression policies specify the conditions under which a student cannot proceed in the curriculum. These generally include remediation of a specific course, repeat of a semester or a year, or dismissal from the program. Academic policies exist to ensure that faculty members and students understand the expectations for academic success, that the college or school administration is consistent in its approach to addressing academic progression among students, and that the high academic standards dictated by the profession are maintained.

#### Retention Policy:

1. Students taking up B.S. Computer Science are allowed to retake a major subject twice only. Should a student fail thrice in any professional course said student will be asked to shift to B.S. Information Technology, B.S. Entertainment and Multimedia Computing or any program of his choice outside the B.S. Computer Science program.

2. Students taking up B.S Information Technology and B.S. Entertainment and Multimedia Computing are allowed to retake a subject thrice only. If a student fails more than thrice in any professional subject, said student will be asked to shift to any program of his choice outside of the School of Computing.
3. Students will be advised to shift to another program if he/she will obtain 50% failing grades regardless of units enrolled except for practicum, thesis, and capstone courses.

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