

**Williamsburg Technical College  
PROCEDURE**

**SECTION D – EDUCATIONAL AFFAIRS**

Title <b>ACADEMIC PROBATION AND SUSPENSION</b>	Number <b>D-24.1</b>
Division of Responsibility <b>Student Affairs</b>	Approval Date Page <b>1/21/2021 1 of 1</b>
Approval Vice President _____  President _____	Supersedes Procedure No. <b>D-24.1</b> Date <b>5/24/10</b>

**PURSUANT TO SECTION 41-1-110 OF THE CODE OF LAWS OF SC, AS AMENDED, THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY. THIS DOCUMENT DOES NOT CREATE ANY CONTRACTUAL RIGHTS OR ENTITLEMENTS. THE AGENCY RESERVES THE RIGHT TO REVISE THE CONTENT OF THIS DOCUMENT, IN WHOLE OR IN PART. NO PROMISES OR ASSURANCES, WHETHER WRITTEN OR ORAL, WHICH ARE CONTRARY TO OR INCONSISTENT WITH THE TERMS OF THIS PARAGRAPH CREATE ANY CONTRACT OF EMPLOYMENT.**

- I. Students who have been placed on academic probation will be so notified in writing by Student Affairs stating why they have been placed on probation and urging them to schedule an appointment with a Student Affairs counselor.
- II. If an enrolled student is placed on academic probation, the student is required to meet with a counselor.
- III. Students who have been placed on academic suspension will be sent a certified letter by the Associate Vice President of Student Affairs. Upon returning to Williamsburg Technical College after the suspension period, students are required to schedule an appointment with the Student Affairs counselor in order to evaluate educational and career objectives.