

- Meet with a student success specialist to understand the terms of academic probation and academic suspension.
- Complete a written action plan with a student success specialist. The action plan must have the approval of the appropriate department chair and include specific academic goals that facilitate achieving the required GPA, which may include meeting with the department chair or instructor to determine progress, as well as any additional actions or interventions deemed necessary.

If students' semester and cumulative GPA meet the requirements for satisfactory academic progress at the conclusion of the probationary semester, students are no longer considered to be on academic probation. Students who do not meet satisfactory academic progress requirements are placed on academic suspension.

Students who are placed on academic suspension at WATC may appeal to the vice president, Academic Affairs. For details on this process, refer to Grievance Procedure, which can be found in the catalog and student handbook. Students who are placed on academic suspension are not eligible to register for the next regular semester. After one semester of academic suspension, students may register under continued academic probation status until their GPA reaches 2.0.

Graduation Requirements

To be awarded an AAS degree, technical certificate or certificate of completion, students must have satisfactorily completed all required coursework, submitted required transcripts for transfer credit and met all academic, financial or other obligations required for their program of study. WATC urges students to continuously monitor their educational progress. Prior to the final semester or registration period, students must meet with an advisor to ensure that all requirements will be finished prior to the anticipated graduation date.

Associate of Applied Science Degree Graduation Requirements

- A minimum of 60 semester credits with an overall GPA of 2.0 or higher.
- A minimum grade of a C in all occupational specific (core) courses within the student's declared program of study.
- At least 25 percent of credits must be earned at WATC.
- Recommendation for graduation by the registrar.

Technical Certificate Graduation Requirements

- A minimum overall GPA of 2.0.
- A minimum grade of a C in all occupational-specific (core) courses within the student's declared program of study.
- At least 25 percent of credits must be earned at WATC.
- Recommendation for graduation by the registrar.

Certificate of Completion Requirements

- A minimum grade of a C in all occupational-specific (core) courses within the student's declared certificate of study.
- Recommendation for issuance of the certificate by the registrar.

Intent to Graduate

All students in AAS degree or technical certificate programs of study must formally notify the registrar of their intent to graduate by completing an Graduation Intent Card and paying the graduation charge associated with their program of study — even if they do not choose to participate in the commencement ceremony. This card needs to be completed by the date published in the student handbook. The registrar completes degree checks after Graduation Intent Cards are returned and graduation fees are paid.

Students who want to have their graduation fees paid with financial aid funds should submit the Graduation Intent Card by the tenth day of the semester.

Graduation Checklist

Students should continuously monitor their educational progress using the Technical Education Student Planner, General Education Student Planner or a similar graduation checklist. The planners, which are located in the student handbook, can also assist with goal planning. Advisors are available and eager to help, but ultimately, monitoring educational progress is the student's responsibility.

Commencement Ceremonies

At the conclusion of the spring semester, all students completing AAS degree or technical certificate programs are honored at a commencement ceremony.

Individual locations may also hold ceremonies throughout the year to recognize students who complete AAS degree, technical certificate or certificate of completion programs.