

# DISMISSED STUDENTS ATTENDING SUMMER

---

## TABLE OF CONTENTS

Revision History ..... 2

Introduction and Purpose ..... 2

Related Policies, Regulations, Guiding Principles, and Common Practices ..... 2

Impacted Departments, Units, Programs, and Centers ..... 2

Before You Begin..... 2

Forms ..... 2

Procedures ..... 3

    Approve and Allow a Dismissed Student to Register ..... 3

## REVISION HISTORY

Version	Date	Name	Description
2	Feb 2017	K. Geske	Updated where original standing value is stored

## INTRODUCTION AND PURPOSE

Allow students who have previously been academically dismissed the ability to register for summer session classes.

## RELATED POLICIES, REGULATIONS, GUIDING PRINCIPLES, AND COMMON PRACTICES

Students who are academically dismissed from UCR may want to attend Summer Session as a visiting student. The colleges provide the students approval to do this. Since the academic dismissal value in Banner prevents registration, the override functionality will be used as a way for colleges to give the necessary approval for the student to register.

## IMPACTED DEPARTMENTS, UNITS, PROGRAMS, AND CENTERS

1. Summer Session
2. Colleges

## BEFORE YOU BEGIN

If this is the first time you are reviewing this procedure, open Banner Training ([bannersbx.ucr.edu](http://bannersbx.ucr.edu)) to follow along.

## FORMS

The forms listed below are covered in this training.

Form	Form Name	Description

# PROCEDURES

## APPROVE AND ALLOW A DISMISSED STUDENT TO REGISTER

- 1. When a student is academically dismissed they will show in their End of Term Academic Standing in a value of AD. This can also be seen in SGASTDN for the term. The academic standing the student had *prior* to the academic dismissal will show in the Progress Evaluation field.

Student Term Course Maintenance SHAINST 8.5.6 (PPRDXE)

ID:   Term:

**Term Header Information** | Cohort Information | Stored GPA by Term Calculation

---

**Term Header**

Data Added By:  System  User

Pre-Catalog Entry

Record Status:	<input type="text" value="New Record"/>	Date:	<input type="text" value="06-FEB-2017"/>
End of Term Academic Standing:	<input type="text" value="AD"/> Academic Dismissal	Date:	<input type="text" value="06-FEB-2017"/>
Dean's List Status:	<input type="text"/>	Date:	<input type="text"/>
Progress Evaluation:	<input type="text" value="DD"/> Subject to Disqualification	Date:	<input type="text" value="06-FEB-2017"/>
Combined Academic Standing:	<input type="text"/>	Date:	<input type="text"/>
Special Exam Credit:	<input type="text"/>		
Withdrawal Reason:	<input type="text"/>		
Transfer Institution:	<input type="text"/>		

General Student SGASTDN 8.5.8 (PPRDXE)

ID: A00010567 Dailey, Sydney Student Summary Term: View Curre

Learner Curricula Study Path Activities Veteran Comments Academic and Graduation Status, Dual Degree

<b>Academic Status</b>		<b>Graduation Status</b>	
Academic Term:	201610	Expected Graduation Date:	
Academic Status:	AD Academic Dismissal	Graduation Term:	
Academic Standing Override:		Graduation Year:	
Academic Status Override Term:			
<b>Progress Evaluation</b>		<b>Dual Degree</b>	
Progress Evaluation:	DD Subject to Disqualification	Degree:	
Progress Evaluation Override:		Level:	
Progress Evaluation Override Term:		College:	
Combined Academic Standing:		Department:	
Combined Academic Standing Override:		Major:	
Combined Academic Standing Override Term:			

- 2. An academically dismissed student will apply for summer session using the Summer Session online application like all other visiting students. The application will be processed by Summer Session. Go to SGASTDN to view that the application was processed by Summer Session. The student will have a General Learner record effective for the current summer term.

General Student SGASTDN 8.5.8 (PPRDXE)

ID: A00010567 Dailey, Sydney Student Summary Term: 201630  View Current/Active Curricula

Learner Curricula Study Path Activities Veteran Comments Academic and Graduation Status, Dual Degree Miscellaneous

### General Learner

**New Term:** 201630 Summer 2016

**Student Status:** AS Active

**Student Type:** V Visitor

**Residence:** R Confirmed CA Resident

**Fee Assessment Rate:** [ ]

**Class:** FR Freshman

**Student Centric Cycle:** [ ]

**Full or Part Time:**  Full Time  Part Time  None

**From Term:** 201630 **To Term:** 999999

#### Additional Information

**Site:** [ ]

**Session:** [ ]

**Block:** [ ]

**Citizenship:** [ ]

#### Curricula Summary - Primary

Priority	Term	Program	Catalog	Student Type:	Level	Campus	Rate:	College	Degree
1	201630	Unclassified-Summer	201620	First Time Freshman	Undergraduate	Riverside	Summer Session	Summer Session	Non-Degree Program

**End:** [ ] **Outcome Key:** [ ] **Admission Type:** [ ] **Admission:** 201620 **Matriculation:** [ ]

#### Field of Study Summary

Priority	Term	Type	Field of Study	Department	Attached to Major
1	201630	Major	Unclassified-Summer/Undergrad	Summer Session	[ ]
[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
[ ]	[ ]	[ ]	[ ]	[ ]	[ ]

- You will notice on the **Academic and Graduation Status, Dual Degree tab** that the Academic Dismissal still remains. This will prevent the student from registering even though the student is Active "AS".

**Once the College approves the application they must make the following update to the student record.**

- On SGASTDN, ensure that you are viewing the current summer General Learner record. In this example, it's Summer 2016.

General Student SGASTDN 8.5.8 (PPRDXE)

ID: A00010567 Dailey, Sydney Student Summary Term: 201630 View Current/Active Curricula

Learner Curricula Study Path Activities Veteran Comments Academic and Graduation Status, Dual Degree Miscellaneous

### General Learner

**New Term:** 201630 Summer 2016 **From Term:** 201630 **To Term:** 999999

**Student Status:** AS Active  
**Student Type:** V Visitor  
**Residence:** R Confirmed CA Resident  
**Fee Assessment Rate:**   
**Class:** FR Freshman  
**Student Centric Cycle:**   
**Full or Part Time:**  Full Time  Part Time  None

**Additional Information**  
**Site:**   
**Session:**   
**Block:**   
**Citizenship:**

**Curricula Summary - Primary**

Priority	Term	Program	Catalog	Student Type: Level	First Time Freshman	Campus	Rate: College	Degree
1	201630	Unclassified-Summer/	201620	Undergraduate		Riverside	Summer Session	Non-Degree Program
End:		Outcome Key:		Admission Type:		Admission: 201620		Matriculation:

**Field of Study Summary**

Priority	Term	Type	Field of Study	Department	Attached to Major
1	201630	Major	Unclassified-Summer/Undergrad	Summer Session	

5. Go to the **Academic and Graduation Status, Dual Degree** tab.

General Student SGASTDN 8.5.8 (PPRDXE)

ID: A00010567 Dailey, Sydney Student Summary Term: View Curre

Learner Curricula Study Path Activities Veteran Comments Academic and Graduation Status, Dual Degree

### Academic Status

**Academic Term:** 201610  
**Academic Status:** AD Academic Dismissal  
**Academic Standing Override:**   
**Academic Status Override Term:**   
**Progress Evaluation:** DD Subject to Disqualification  
**Progress Evaluation Override:**   
**Progress Evaluation Override Term:**

### Graduation Status

**Expected Graduation Date:**   
**Graduation Term:**   
**Graduation Year:**

### Dual Degree

**Degree:**   
**Level:**

6. For **Academic Standing Override** = type in the SAME VALUE that you see in the Progress Evaluation field.  
 7. For **Academic Status Override Term** = the current summer term the student is eligible to register for.

General Student SGASTDN 8.5.8 (PPRDXE)

ID: A00010567 Dailey, Sydney Student Summary

Learner Curricula Study Path Activities Veteran Comments Aca

### Academic Status

Academic Term: 201610

Academic Status: AD Academic Dismissal

Academic Standing Override: DD Subject to Disqualification

Academic Status Override Term: 201630

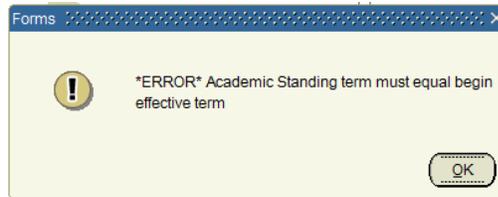
Progress Evaluation: DD Subject to Disqualification

Progress Evaluation Override:

Progress Evaluation Override Term:

## 8. Save.

- a. Please note, if the General Learner record is not yet created by Summer Session for the current summer term, you



may receive an error that says . You must wait until Summer Session processes the student's application.

The student can now register for summer session. Academic standing runs at the end of each quarter; therefore, at the end of summer session the academic standing will run and provide the college with the most updated academic standing with the inclusion of the summer session coursework. **Dismissed students who do not receive approval to continue in fall will be returned to the status of Academically Dismissed by the Registrar's Office.**

**The student WILL NOT be able to register for fall, winter or spring without submitting a readmission application for review and approval from the college. ALL visiting summer session students are automatically inactivated for the fall quarter.**