

# Cornerstone Academy

## Academic Retention and Probation Protocols

(Commencing 2002-2003 school year)

### Sixth Grade to Seventh Grade

- 1) After final Fall Semester report card, **warning letters** will be sent out to students who fell below a 2.00 GPA especially in core subject areas (English, history, mathematics, and science).
- 2) After final Spring Semester report card, **academic probation letters** will be sent out to students. Being on academic probation means that after the first six weeks of the seventh grade, if the student is not maintaining a “C” average, he or she will be dropped back down to sixth grade for the rest of the year.
- 3) In severe cases, **academic retention** will be considered for applicable students.

### Seventh Grade to Eighth Grade

- 1) After final Fall Semester report card, **warning letters of retention** will be sent out to students who fell below a 2.00 GPA especially in core subject areas (English, history, mathematics, and science).
- 2) After the first quarter of the Spring Semester, **retention letters** will be sent out to failing students. They will have to repeat seventh grade the next school year.

### High School

The High School Counselor(s) will be tracking the progress of all high school students. In case of a non-passing grade, the course will need to be made up at Cornerstone Academy or another accredited institution during the summer or online or through a correspondence course with an accredited institution. Notices will be sent before school ends to those students who need to make up classes to earn credits to graduate.

In severe cases, **academic retention** will be considered for applicable students.

Students need to frequently visit the high school counselor for information and advice in terms of their academic career.

