

# Academic Information & Procedures

Students are responsible for their academic progress. Students seeking assistance with academic progress or experiencing academic difficulty should consult with their academic advisor, counselor, academic dean, professor, or the Academic Success Center.

The NMJC Catalog is a student's official guide to programs, courses, and policies of New Mexico Junior College. The provisions of this catalog are not to be regarded as an irrevocable contract between the student and New Mexico Junior College. Other important information for students is published in the NMJC Student Handbook, schedule of classes, and handbooks published by instructional departments and other offices. Students are responsible for complying with the provisions of these documents. Since programs, courses, policies, tuition and fees, calendar dates, and other information are subject to review and evaluation on an on-going basis, NMJC reserves the right to make changes at any time by way of appropriate administrative and governance procedures.

Curricular requirements are established by NMJC and include general education courses as well as specific discipline requirements. When a student begins a degree program, the requirements of the currently effective catalog determine all applicable degree requirements. NMJC will honor all degree plans and curricular requirements for a period of five years from the effective beginning date of the catalog if NMJC can reasonably continue to offer the course of study. However, current academic standards, regulations, and policies apply to all students.

Students who do not enroll in degree-related courses for two consecutive terms (excluding summers) may be required to comply with different degree requirements if the degree plan requirements have changed. If succeeding catalogs change degree requirements in such a way as to be beneficial to the student, the most recent catalog policy may be applied.

All students enrolled for any course are responsible for knowledge of the information appearing in this College Catalog and any updates of costs, course revisions, curriculum changes, and published course schedules.

Academic policies and procedures are not catalog specific; they are determined by the New Mexico Junior College faculty and administration. All students are responsible for knowledge of the policies and procedures in the Student Handbook. The Student Handbook contains all general student policies and the basic residence hall rules and procedures. The college reserves the right to change procedures and policies in the Catalog and the Student Handbook as deemed necessary and revise the college curricula as may be necessary and desirable.

All students registered for any courses at New Mexico Junior College accept a commitment to seriousness of purpose, academic integrity, and high standards of personal and social behavior. Students are expected to be cooperative and responsive members of the college community and the city of Hobbs, comply willingly with college regulations, and abide by all local, state, and federal laws. All students have the right to due process and the right to file grievances. The college has the right to restrict, evict, suspend, and dismiss any student whose academic achievement and personal conduct does not meet the standards set forth in the *College Catalog* and the *Student Handbook*. In accordance with the regulations and procedures assuring due process, the College may dismiss any student whose conduct does not meet the standards of the college as set forth in the Student Code of Conduct.