



Cultural Center for Language Studies

Fluency in Languages

Satisfactory Academic Progress and Advancement Policy

CCLS-NJ's language programs are organized into levels, where each course level follows a natural and logical sequence, starting with simple grammatical structures and the most essential vocabulary for communication, and building up to complex constructions and fluency in the target language. This system helps our students communicate in the target language from day one, but it also requires that they demonstrate mastery of basic levels before they can sign up for more advanced classes. That is where our Satisfactory Academic Progress and Advancement Policy comes in.

Student academic progress is measured by means of written and oral exams. To maintain good academic standing, students must demonstrate satisfactory academic progress by achieving a score of **sixty-five (65)** or higher in each of the exams (Midterm, Final and Oral exam) during a course level as defined in our **Grading Policy**.

Our **Grading Policy** allows for limited re-tests per course level. If a student cannot achieve the minimum passing score after taking a remedial exam, he or she cannot advance to the next level and will be expected to retake the course level. CCLS allows F-1 students to retake a course level only **once**. Failure to make satisfactory academic progress as described above may affect F-1 visa status.

Although the decision for promotion is made based on the grades obtained in each exam, our faculty is constantly monitoring student academic progress by reviewing homework and practice tests and assessing student participation in class. Our goal is to provide feedback and counseling as needed, having the student's best interest in mind. Students who demonstrate persistent struggles will be referred to Student Advising.

CCLS-NJ's method also includes some self-evaluation tools such as the Listening Comprehension Practice drills and the CALL (Computer-Assisted Language Learning) application that allow students to assess their own progress.

In addition to satisfying the grade requirement, international (F-1) students must maintain a minimum of 80% attendance to make satisfactory progress. International (F-1) students who secure a passing grade but fail to comply with the attendance requirement are placed on **academic probation** and must achieve 80% average by the end of the following level. Failure to do so will result in the cancellation of the student's legal status.

Please refer to CCLS-NJ's **Grading Policy** for information on re-tests and how to appeal a grade.