

Corrective Action Plan

Date:

Program: PTA, {Course}

Introduction from Program Manual:

Students in the PTA program shall demonstrate minimum standards in attendance, professional behavior and minimum standards in examination performance.

Observations:

{Student Name} did not meet the minimum passing score of 70% on the {assessment} in {course}.

- {Assessment} {Date}
 - Score 62.92%

Remediation that have been offered to date:

Instructor spoke with student on {date} informing them of their failure of the {assessment}

Instructor offered student the opportunity to take another exam covering the same content and suggested target {date and time} .

Instructor informed student that they needed to pass the 2nd attempt at 80% or higher in order to pass the course.

Recommendations:

Program faculty is committed to developing performance and behavioral growth in every PTA student

In addition to connecting regularly with instructor, recommend utilizing the following services and resources to provide additional support and mentoring for the student:

- 1) Jessica Alvarado, the student counselor within the Health Professions department
Office Telephone: (541) 463-5802 E-mail: AlvaradoJ@lanecc.edu
- 2) Office for Academic Learning Skills (<http://www.lanecc.edu/als/>)
- 3) TriO Learning Center (<http://www.lanecc.edu/trio/index.htm>)

Corrective Action Plan:

- The student shall:
 - Communicate a mutually agreed date and time with the instructor to attempt to pass a second attempt a 2nd attempt at the Unit 1 Exam covering material from weeks 1-2 in PTA 100 by {date and time}.
 - Date to re-attempt the Unit 1 exam covering similar material (not the same questions) needs to be proctored, and set up with a proctor by the student **before** {date}.
 - Attend weekly office hours as scheduled by the instructor for the remainder of the term to assess student understanding of material and for instructor to assist student as able in course progression.

Outcomes:

We expect growth and trends in academic standards for the remainder of the program. Specifically, we will assess progress in:

- Appropriate progression in program as evidenced by passing grades on all exams

If there is insufficient evidence of progress in the aforementioned areas, as assessed by faculty, the student will be referred to the Division Dean for Academic Probation.

We anticipate continued dialog will persist, be valued, and encourage solution-seeking outcomes consistent with the program’s philosophy and mission.

Signatures:

Student: _____

Date: _____

Instructor: _____

Date: _____

Program Coordinator: _____

Date: _____

Dean: _____

Date: _____