

# Academic Standing

## Good Standing

In order to be in good standing with the College, undergraduate students must maintain the minimum cumulative grade point average:

Hours Attempted	Cumulative GPA
1-27	1.50
28 - 57	1.75
58+	2.00

Graduate students must have a final grade no lower than a "B" in all their classes.

## Academic Probation

Undergraduate students: Any student who fails to meet the minimum cumulative GPA will be placed on academic probation. Students are encouraged to work with the Learning Center and Student Success Office during the probationary period. Students failing to remove themselves from academic probation within one semester may be suspended; barring unusual circumstances students will be allowed a maximum of two (2) consecutive semesters on academic probation. A student on academic probation may not receive a grade of incomplete (IN). Academic probation will be documented on a student's transcript. Graduate students: Any student receiving a final course grade below a 'B' in a graduate-level course will be placed on academic probation. Students who fail to maintain a 3.0 GPA will be placed on academic probation until a cumulative 3.0 GPA is obtained. Students obtaining more than one grade of 'F' or more than two grades of 'C' or below in graduate courses will be subject to dismissal from graduate studies. Graduate courses in which a student obtained less than a 'B' may only be retaken once.

When a graduate student is placed on academic probation, the student will be required to create a remediation plan in conjunction with his or her adviser. The remediation plan must be completed before the start of the next semester. Once the remediation plan has been developed, it must be approved by the Program Director and signed by all parties. After approval, a copy of the remediation plan will be given to the student, his or her advisor, and the Dean of Graduate Studies

Remediation Plan Guidelines: Remediation plans are to be developed collaboratively with the student and his or her adviser, but the adviser must approve of all aspects of the proposed remediation plan. Remediation plans shall include the following: the student's name, date, reason(s) for remediation, how these circumstances will affect the student's advancement in the program, specific remediation steps with a timeframe for their completion, possible consequences for failing to complete the remediation plan within the agreed upon timeframe, and a place to sign and date the document for the student, his or her adviser, and the Program Director. Once the student and his or her adviser have completed the remediation plan, it must be approved by the Program Director and signed by all parties. Copies of the signed remediation plan will be given to the signees as well as the Dean of Graduate Studies. A student's refusal to sign his or her remediation plan may result in suspension or dismissal.

## Academic Suspension

Undergraduate students on academic probation for two (2) consecutive semesters are subject to academic suspension. Probationary status is not a necessary prior condition for academic suspension. Students may be suspended for lack of progress regardless of cumulative GPA, if there is no evidence of eventual academic success. Academic suspension is recorded on the student's academic transcript. Graduate students on Academic Probation for two consecutive semesters and students earning more than one 'F' or more than two 'C' grades or lower will be subject to dismissal from the graduate studies.

## Appeals and Readmission

Undergraduate students' appeals of academic suspension petitions for readmission and other academic matters should be directed to the Vice President of Academic Affairs for review by the President or her designee. Students who are academically suspended may appeal for readmission as follows: Cumulative GPA 1.00 or higher, after six (6) months; 0.999 and below, after one (1) year. Appeals for readmission must be accompanied by evidence that the student is capable of performing satisfactory work.

Graduate Students who are academically suspended may appeal for readmission after one (1) year. Appeals of academic suspension should be directed to the Vice President of Academic Affairs for review. Appeals should include an appeal letter explaining the request and why the student thinks s/he should be readmitted along with evidence of ability and commitment to do the work (i.e., work experience, professional recommendation letters). The Vice President of Academic Affairs, Graduate Dean, and Program Director will review the appeal and notify the student the appeal will go to the next step or has been denied. The next step is a meeting with the Program Director to determine placement in the program, including any changes to the program, and requirements which must be repeated (courses, qualifying exam, etc.) and then the development of a remediation plan. The final step is evaluation by the Graduate Committee.