

FULL-TIME STUDENT PROBATION POLICY

Standards

A full-time undergraduate student is one who is registered for a minimum of 12 credits in the Fall or Spring semester. A student enrolled in a department-approved program in which fewer than 12 credits is the recommended full-time credit load is considered a full-time equivalent student.

Full-time undergraduate students are required to:

- complete successfully at least 24 credits in each 12 months of full-time registration; and
- have a cumulative GPA of at least 1.75 for freshmen, 1.90 for sophomores, and 2.00 for juniors and seniors.

Eligibility

Students who were registered for the previous two semesters as full-time students, but have not successfully completed 24 credits in the previous 12 months, are not eligible:

- for student employment;
- to participate in recognized student activities, including varsity athletics; and
- to hold office in recognized student organizations.

The dean of the student's school/college may waive any or all of these ineligibilities if the student's failure to complete the 24 credits in the previous 12 months was due to medical conditions, family emergencies or other similar circumstances beyond the student's control. The dean's waiver is to be accompanied by a signed written agreement between the student and the dean outlining the course of action to be taken by the student to remedy the deficiency.

Warning

A student who meets the cumulative GPA criterion but whose GPA for any one semester falls below 1.75 (if a freshman), 1.90 (if a sophomore) or 2.00 (if a junior or senior) shall receive a letter of warning from the dean of his or her school/college, reminding the student of the criteria for probation.

Probation

Students whose cumulative GPAs do not meet the minimum requirement are automatically placed on probation for the current semester.

Probation is a disciplinary period during which the student is afforded the opportunity to raise his or her cumulative GPA to meet the minimum requirement.

As soon as the respective dean is informed of the failure of a student to maintain the minimum GPA, the dean must inform the student by letter that he or she is on probation and remind the student of the minimum requirements. The dean must require the student to meet with the dean and with the student's department chair or representatives.

Students on probation are permitted to enroll on a full or part-time basis. Their course loads may be restricted by the dean.

If a student is placed on probation for a second consecutive semester, the dean must conduct a suspension/dismissal review, and the student is ineligible:

- for student employment;
- to participate in recognized student activities, including varsity athletics; and
- to hold office in recognized student organizations.

The dean may waive any or all of these ineligibilities if the student's failure to maintain the required minimum GPA was due to medical conditions, family emergencies or other similar circumstances beyond the student's control. The dean's waiver is to be accompanied by a signed written agreement between the student and the dean outlining the course of action to be taken by the student to remedy the deficiency.

The dean shall review the student's progress with the student's department chair and with the student, and also may consult with other appropriate persons. The resulting decision must be communicated to the student in writing by the dean. Normally, the review will allow no more than one additional semester for the student to improve his or her performance.

If a student's performance is not satisfactory after the period of extension, suspension or expulsion is automatic unless the dean grants an additional extension in writing.

Dismissal constitutes permanent removal from the University. Suspension constitutes removal from the University for a stipulated period of time. Dismissal and suspension are judgments based on the student's unsatisfactory academic process. Dismissed and suspended students are not in good standing with the University and are not eligible for financial aid.

The Office of the Registrar shall distribute lists of students placed on probation or in default of the 24-credit requirement to the deans, department chairs, faculty representative for athletics and vice president for Student Affairs. The dean shall notify these officials and Enrollment Services of any waivers, extensions, suspensions or dismissals. In areas under their jurisdiction, these officials must assure that students do not participate in activities or organizations or employment for which they are ineligible under this policy.