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**SUBJECT: ACADEMIC STANDARDS**

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I. PURPOSE: This policy establishes academic standards governing SUU students and an academic standards and admissions committee

II. REFERENCES

SUU Policies and Procedures, 6.5 Undergraduate Admissions

SUU Policies and Procedures, 6.13, Grading

SUU Policies and Procedures, 6.19, Grade Appeal

SUU Policies and Procedures, 6.47, Transfer Credits

SUU Policies and Procedures, 11.2, Student Responsibilities and Rights

SUU Policies and Procedures, 11.4, Student Complaints

III. POLICY

The University requires students to maintain a minimum grade point average and declare their program of study within a certain period of time. In addition the University, in compliance with Federal, State and Institutional regulations, will monitor satisfactory progress, which includes monitoring academic and required credit-hour progress, of students participating in regulated programs.

A. Academic Standards and Admission Committee

1. To administer this and related policies of SUU, pertaining to admission of students, re-admission of students, and compliance with academic standards, an Academic Standards and Admission Committee is established. The Committee also serves as an appeals and grievance committee for students who desire a review of their case and admissions/academic status.
2. The committee is chaired by a dean appointed by the Provost. Members are: dean of the University College; one (1) representative from the office of Enrollment Management; one (1) representative from the Admissions Office; one (1) representative from the Academic and Career Development Center; one (1) representative from Student Services, appointed by the Vice President for Student Services; two (2) student representatives (appointed by the Student Body President for a term of two years – with appointment of a member on alternate years;



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the first term of one member to run one year only), and two (2) faculty members appointed by the Faculty Senate for a term of three years - with appointment of a member on alternate years; the first term of one member to run one year only). The committee will hold regular meetings as scheduled by the chair.

**B. Grade Point Requirements**

SUU students are required to maintain a cumulative grade point average (GPA) of at least a 2.00 or C average. A student whose cumulative GPA is below the required C or 2.00 level will be placed on academic warning, probation or suspension.

**C. Academic Probation and Suspension**

1. Students who fail to maintain a cumulative grade point average of 2.0 will be placed on probation, and at the end of the next semester, one of the following will occur:
  - a. The student may be removed from probation with a cumulative GPA above 2.0.
  - b. The student may continue on probation if the semester GPA is 2.0 or higher, yet the cumulative GPA is below 2.0
  - c. The student may be suspended from the University if both semester and cumulative GPA remains below 2.0.
2. Students who fail to achieve a 2.0 semester average after two semesters on probation will be suspended.
3. Students who leave SUU while on probation will remain on probation when they return even if they attend another institution.
4. Students on probation may be ineligible for financial aid and for participation in extracurricular activities of SUU.
5. The duration of an academic suspension is defined as follows:
  - a. Students who are academically suspended from SUU will be required to remain out of school for a minimum of two terms (Fall and Spring).



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- b. Final Probation: Students are placed on *Final Probation* if they have been suspended two or more times for academic failure but are granted through appeal a final opportunity to be enrolled for one semester by the Academic Standards Committee. Students admitted on *Final Probation* are required to obtain a minimum semester GPA of 2.00 by the end of the semester for which they are admitted. Failure to do so will result in suspension from the university for a period of three years, after which time the student may appeal for readmission to the university. Students placed on *Final Probation* are not granted automatic readmission to the University after the three-year time period and no appeal will be accepted during the three years. Readmission may be granted by the Academic Standards Committee if it is determined the student has made a strong case for readmission. The committee will assign academic status upon acceptance of appeal.
6. Students who have been placed on academic warning or probation will be sent a letter to their current address advising them of their academic standing. A registration hold will be in effect for these students until they seek and show evidence of academic advisement.
- D. Appeals of admissions, probation or suspension will be considered according to due process. The following procedures apply:
  1. A student who wishes to appeal writes a letter to the Chair of the Academic Standards and Admissions Committee setting forth in detail the reasons for the appeal together with specific information on any extenuating circumstances which may have bearing on the academic status.
  2. Deliver the letter to the Admissions Office.
  3. If between regular meetings, the Chair may call a special meeting of the Committee, and, if feasible, invite the student to be present when his/her appeal is considered.
  4. Upon reaching a final decision on the appeal, the committee will inform the student either in person, or, if the student is not available, by the most expeditious means, as to the results of the committee's decision. Such notification will also be made by written correspondence.



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E. Academic Renewal

Undergraduate students currently enrolled at SUU may petition for review of their academic record for the purpose of discounting, for cumulative GPA computation, a course with a D plus or lower grade. These classes must have been entered on the student's academic record five or more calendar years prior to the time of the request for review. The following conditions and procedures apply:

1. The renewal option can be used only once during a student's undergraduate career.
2. Students pursuing a second baccalaureate degree or graduate degree are ineligible.
3. "Renewed" courses do not count toward the total hours required for graduation.
4. Petition is made to the dean of the student's major college or school

F. Declaring a Program of Study

1. SUU degree-seeking students will declare a program of study (major, minor if required, and degree by the deadline corresponding to their intended degree:

Institutional Certificates	during the first term of enrollment
Associate Degree or Institutional Diploma	by the time 24 semester hours have been completed
Bachelor Degrees	by the time 48 semester hours have been completed
Minors	By the time 60 semester hours have been completed
Graduate Degrees	during the first term of enrollment

2. Student records will be reviewed electronically on a term basis. Students found in non-compliance will be notified and a hold will be placed on their registration until a program of study has been declared.



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G. Satisfactory Progress for Students in Regulated Programs

Regulated Programs are extra-curricular and financial aid programs required to monitor academic and required credit-hour progress of participating students. Regulated programs include, but are not limited to financial aid, academic and activity scholarship, work study, intercollegiate athletics, international student, veteran and student-activity programs.

1. Required credit hours prior to a student's declaration of a program of study will be based on the requirements for the Associate of Applied Science, including the electives within those degrees.
2. Required credit hours for students completing more than one major, more than one minor or a minor not required by their major will be based on the first complete single program of study listed.
3. Required credit hours for students completing more than one program of study at the same time (i.e., A.S. and B.S.) will be based on both programs.
4. Satisfactory Progress/Academic Standard means adhering to university academic standards as defined in this policy. Students will be allowed to participate in regulated programs unless they are suspended from the institution or terminated based on criteria established by the specific regulated program.
5. Satisfactory Progress/Required Credit-Hour Standard: Completion of a specific number of credit hours and satisfactory progress toward the completion of a degree.
  - a. The minimum number of credit hours that must be completed in a satisfactory manner is based on criteria established by the specific regulated program.
  - b. Satisfactory progress toward a degree is defined as the satisfactory completion of a minimum number of required credit hours. If a student satisfactorily completes more than the minimum number of required credit hours in a term, the excess hours may be banked to compensate for a possible required credit-hour deficit.



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- c. A student who is disqualified because of registration problems with closed classes may be allowed one extra term probation

Additional Requirements

Standards higher than the minimum requirements here outlined and higher than those mandated for participation in outside regulating organizations may be established by individual programs according to procedures in the program's approved policies. Appeals concerning these individual program requirements will be made directly to the individual programs.