## ACADEMIC STATUS POLICY

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Albany State University seeks to maintain quality degree programs that enable all students to graduate in a timely manner and to compete successfully in their chosen discipline. To ensure this high priority goal, the University requires its students to make reasonable academic progress. Albany State University requires a minimum grade point average of 2.00 (C average) for graduation, although some majors may require a higher average. If a student is to make and maintain satisfactory progress toward graduation, he must adhere to certain standards. Three primary factors affect a student’s academic status: a) the cumulative grade point average (CGPA); the number of semester hours earned; and the number of semesters completed.

A student whose cumulative GPA falls below 2.00 exhibits academic deficiencies and appropriate action is required. Academic probation serves as the initial notice that the student’s performance is not currently meeting the minimum grade point average required for graduation. Probation is designed to achieve three goals: 1) to make clear to all concerned the inadequacy of a student’s performance; 2) to provide occasion for necessary counseling; and 3) to give students whose success is in doubt an additional opportunity to demonstrate performance.

The retention of students, who demonstrate, even with proactive academic advisement and other institutional support, a lack of ability, industry, maturity, and/or preparation, would be inconsistent with the mission and vision of Albany State University. Students with continuous unsatisfactory academic progress will be placed on academic suspension, and ultimately such unsatisfactory academic progress could lead to dismissal from the University. Suspension is imposed as a strong indication that the student being suspended should withdraw from the University, at least for a time (one or two semesters) to reassess the appropriateness of a college career, or to make necessary fundamental adjustments in attitudes, behavior, or other circumstances impeding satisfactory academic progress.

## STAGES OF PROGRESS WITH MINIMUM GPA REQUIRED

A student’s academic progress is determined by the cumulative GPA earned from the semester hours attempted at Albany State University. Transfer credits are not included in computing grade-point averages. For the purpose of assessing the student’s academic progress, each student’s transcript will be evaluated at the end of the Spring and Fall Semesters. Any student whose cumulative grade point average is less than 2.00 will be placed on probation the first semester after the cumulative GPA drops below 2.00. After the initial semester of academic probation, the academic sanctions in the chart below will apply.

|  |  |  |
| --- | --- | --- |
| Semester Hours Earned | Cumulative GPA | Academic Sanction |
| 1-30 | 1.50-1.99  < 1.50 | Probation  Suspension |
| 31-60 | 1.75-1.99  < 1.75 | Probation  Suspension |
| 61-90 | 1.90-1.99  < 1.90 | Probation  Suspension |
| > 90 | 1.90- 1.99  < 1.99 | Probation (with Semester GPA >= 2.00)  Suspension (with Semester GPA < 2.00) |

## GOOD STANDING

A student is considered in Good Standing with the University as long as his/her Institutional cumulative GPA is at least 2.00. A student may be in good standing with an Institutional cumulative GPA of 2.00 but may be required to have a higher GPA for progression in a major or for graduation as determined by the major department.

## ACADEMIC PROBATION

A student will be placed on academic probation at the end of any semester in which the Institutional cumulative grade point average falls below 2.00. A student who is placed on academic probation must meet with an academic advisor in the Advisement Center and his/her academic advisor in his or her academic department prior to registration and is restricted to registering for no more than four (4) courses, not to exceed 13 semester-hours. In addition, a student on probation, especially those on probation for the first time will be required to develop an academic success plan with his/her advisor. A student will remain on probation until the cumulative GPA is 2.00.

A minimum of 12 hours must be completed by part-time students by the end of the first two semesters. They will be expected to complete one- half of the credit hours designated under each academic year. A student who fails to meet the minimum standards will be placed on academic probation. He may be considered making satisfactory progress if he completes at least six hours, with a minimum grade point average of 2.0 for the semester. If the student does not meet the minimum standards after the additional semester, he may be suspended for one semester. If a student elects to change his major or course of study after completing 76 semester hours, the institution will reconsider the student’s adherence to the maximum time frame and reevaluate, on an individual basis, for an additional year on the maximum time frame. Only one major course of study change will be considered for increasing the maximum time frame.

## ACADEMIC TRANSITION POLICY

Students with cumulative GPA below the minimum CGPA required for admission to their chosen academic major

Numerous academic majors at ASU have cumulative GPA requirements above the 2.0 that is required to maintain a “good academic standing” status at the University. The following policy shall apply to those students whose cumulative grade point averages are below the minimum CGPA required for admission into their chosen academic majors:

A. Students who have earned less than 60 semester-hours and whose cumulative GPA does not meet the minimum required by their chosen academic majors will be required to meet with their advisors to develop academic success plans which may require change of majors. These students will:

* no longer be classified as a major in the area for which they no longer qualify
* not be able to take upper division (3000 and 4000 level) courses in the major
* no longer be able to apply for an audit

B. Students who have achieved 60 hours or more and whose cumulative GPA does not meet the minimum CGPA required by their academic majors will be required to meet with their advisors to develop academic success plans which will likely require the students to change their majors.

The chair will evaluate the student’s academic record to determine, among other things, if the possibility exists for the student to bring the cumulative GPA up to the minimum required. From this session the students will be given one of the following options:

* Probationary status (this classification comes with limitations on the courses students may take – No upper-level courses!). Only students with cumulative GPA’s close enough to the minimum requirement (1 or 2 tenths of a point) and who have additional core courses to take will be allowed this status.
* Requirement to change to another major. Chairs will assist the student with this process.

*The purpose of this policy is to assist the student to either achieve acceptance into his or her preferred major or to help the student transfer out into a more suitable major. Students cannot be left in transition indefinitely.*

## ACADEMIC SUSPENSION

A student while on academic probation will be suspended if the Institutional cumulative GPA falls below the minimum required GPA specified in the table above. A first suspension will be for one semester. A second suspension will be for two consecutive academic semesters. All semesters are considered as suspension semesters, including summer, effective Fall 2011.

## ACADEMIC DISMISSAL

For a student whose cumulative GPA falls below the minimum required GPA specified in the table above and who has previously had two academic suspensions, the third suspension will result in the student being academically dismissed from the University for a minimum period of five (5) years.

## RIGHT OF APPEAL

Decisions on academic suspension are final and not subject to appeal.

## TRANSIENT STATUS

Students enrolled in the University as candidates for degrees should not take courses at other colleges without first obtaining written permission from departmental chairpersons and approval of the Vice-President for Academic Affairs. Graduating seniors will not be permitted to take courses at another institution as transient students during the semester in which they are to graduate. The University reserves the right to refuse transient credit when this procedure has not been followed. In no cases will a student be permitted to take a course, through correspondence or as a transient, if he/she has failed the course or received a deficient grade while in residence at the University. A maximum of 30 credit hours on a semester system of correspondence and/or transient courses will be accepted toward the requirements for any degree

## READMISSION AFTER SUSPENSION POLICY

Students who previously attended ASU and have not been in attendance for a semester or more are required to file an application for readmission in the Office of Enrollment Services by the deadline dates listed on the calendar for admission. Students must re-enter the same academic department in which they were last enrolled. If a change of major is desired or required, the student must remain in the department of the initial major until the change of major is approved.

If readmitted after suspension, the student will be admitted provisionally, will be on academic probation, and must attain and continue to maintain the minimum required cumulative GPA. A student may be required to enroll in specific courses, limit the number of hours that can be taken and/or participate in structural academic support programs.

The student must first consult with an academic advisor or department chair, in collaboration with the Academic Advisement And Retention Center, to develop a concrete plan for academic success. A completed readmission form along with the approved academic success plan signed by the student and the advisor or Chair must be submitted to the Office of Enrollment Services by the established university deadline prior to registration for the semester in which the student plans to return.

* Provisional admission will require that the student:
  + achieve a minimum of 2.0 GPA in the semester enrolled.
  + completion of the academic intervention(s) prescribed in the academic success plan provided by their advisor and the Academic Advisement And Retention Center.
  + limit course load to a maximum of 13 hours while on probation
* The student will remain under the supervision of the Academic Advisement And Retention Center until able to meet the GPA requirements for intended major.
* The next level of suspension will result if the above conditions are not met based on hours and cumulative GPA at semester end.