



## **Angelo State University Operating Policy and Procedure**

### **OP 10.07: Undergraduate Academic Status**

**DATE:** December 18, 2019

**PURPOSE:** The purpose of this Operating Policy/Procedure (OP) is to ensure understanding and a standardized approach regarding academic status levels for undergraduate students.

**REVIEW:** This OP will be reviewed in May every three years, or as needed, by the Office of the Provost with recommended revisions forwarded through the provost and vice president for academic affairs (PVPAA) to the president by June 15 of the same year.

### **POLICY/PROCEDURE**

#### **1. Good Standing, Probation, and Suspension**

**Angelo State University has three possible academic status levels for students:**

a. Academic Good Standing

All degree programs require an overall 2.00 grade point average in the student's major field and a 2.00 grade point average in the major field in residence. Some degree programs have requirements beyond the minimum identified above. A student who meets minimum academic requirements is in good academic standing and eligible for all extracurricular activities, as governed by the rules of the specific activity. Some academic and extracurricular programs have requirements over and above the respective minimum requirements by major.

b. Academic Probation

(1) Policies Governing Academic Probation

Academic probation is an emphatic warning that the quality of the student's work has not met Angelo State University's minimum academic standards and that the quality must improve during the probationary period in order for the student to continue at Angelo State University. A student will be placed on academic probation at the end of the fall or spring semester in which the Angelo State University GPA is less than 2.00. A student will be removed from academic probation at the end of any long semester or summer term if the Angelo State University GPA is 2.00 or higher.

Students placed on academic probation are given two probationary semesters (fall or spring terms) to raise their Angelo State University GPA to 2.00. For example, if a student is placed on academic probation because the Angelo State University GPA

has fallen to 1.85, then at the end of the two following probationary semesters the Angelo State University GPA must be 2.00 or higher, or the student will be placed on First Academic Suspension. Students with an Angelo State University GPA of 0.0 after two long semesters will be placed on First Academic Suspension. Grades earned in coursework in which neither hours nor grades are calculated toward the GPA will not affect a student's academic standing.

See section 3 below for information regarding appeals of a First Academic Suspension.

(2) Readmissions Following Academic Probation

If a student chooses to leave the university for at least one long term, the student must apply for readmission. Re-enrolling students who have taken courses at another college or university must meet Angelo State University's transfer requirements for readmission. Students who last attended the university while on academic probation must complete their admission application seven (7) business days prior to the semester for which the student is applying. Admitted students will be placed on academic probation.

c. Academic Suspension

(1) Policies Governing First Academic Suspension.

A first academic suspension will be for the first long semester following placement on First Academic Suspension.

(2) Readmission Following a First Academic Suspension.

At the end of one long semester period for a First Academic Suspension, students can apply for readmission to Angelo State University for the subsequent semester. Re-enrolling students who have taken courses at another college or university must meet Angelo State University's transfer requirements for readmission. Readmission applications must be completed seven (7) business days prior to the semester for which the student is applying. Students who re-enter Angelo State University following an academic suspension do so on academic probation. For specific regulations, refer to paragraph on "Academic Probation". If the Angelo State University GPA is less than 2.00 at the end of the second probationary semester, the student will be placed on second academic suspension. See section 3 below for information regarding appeals of a Second Academic Suspension.

(3) Policies Governing Second Academic Suspension.

Students who fail to meet the minimum academic standards defined above will receive a Second Academic Suspension for a period of one calendar year. If there are extenuating circumstances as defined below, students can appeal following the appeals process outlined below. If the appeal is approved, students may return to Angelo State University on academic probation, subject to special conditions imposed by the dean regarding course load limits, work load limits, counseling, etc.

(4) Readmission Following a Second Academic Suspension.

At the end of the one-year period for a second academic suspension, students may apply for re-admission to Angelo State University. Students whose suspension period has passed and who meet all the requirements for readmission may re-enroll on academic probation. Re-enrolling students who have taken courses at another college or university must meet Angelo State University's transfer requirements for readmission. All re-enrolling students must apply for admission via the Angelo State University's policy.

(5) Third Academic Suspension

If, at the end of the second probationary semester of a student's second academic suspension, the Angelo State University GPA is less than 2.00 the student will be placed on a third academic suspension. Students may not apply for readmission for a period of two calendar years. Students whose suspension period has passed and who meet all the requirements for readmission may re-enroll on academic probation. Re-enrolling students who have taken courses at another college or university must meet Angelo State University's transfer requirements for readmission. All re-enrolling students must apply for admission via the Angelo State University's policy.

(6) Indefinite Suspension

If, at the end of the second probationary semester of a student's third academic suspension, the Angelo State University GPA is less than 2.00, the student will be placed on indefinite suspension. Students may not apply for readmission to Angelo State University for a period of 10 calendar years.

## 2. Registering at Another Institution During Suspension

Students who have been placed on academic suspension are not prohibited from registering at another institution; however, such academic work will not change the GPA used for calculating probation and suspension, since only those grades earned at Angelo State University are calculated in determining probation-suspension status. Students who enroll at another institution while on suspension from Angelo State University will be considered transfer students if they return and will be required to meet Angelo State's transfer guidelines for re-admission.

## 3. Exceptions

Exceptions to the suspension policy may only be made in situations involving documented cases of serious illness or personal misfortune or when students are making discernible progress toward completion of a degree program. **Students will receive notification by the Angelo State University Registrar that outlines the suspension appeals process. The appeal must be completed in accordance with the time frame established by the Registrar. Prior to filing an appeal, students must clear all existing holds. If the appeal is granted by the Academic Review Committee, the student will return to Academic Probation.**

Unless other special conditions are imposed by the dean, students granted reinstatement and re-admitted on academic probation are given two probationary terms (fall or spring terms) to

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raise their Angelo State University GPA to 2.00. In addition to any special conditions imposed by the dean, students must meet the conditions under “Academic Probation” explained above. At the end of the second probationary semester, if the Angelo State University GPA is less than 2.00, the student will be placed on the appropriate academic suspension.

Cases in which the circumstances are not covered by the above regulations shall be handled at the discretion of the college dean.

#### **Dual Credit Academic Probation**

Students are placed on academic probation at the end of any term when a cumulative grade point average of at least 2.00 is not attained in college-level courses. Students are not subject to academic probation until a minimum of six semester hours of ASU dual credit courses have been attempted. Students on academic probation will be allowed to enroll in the next term, but may not register for more than 6 hours of dual credit courses in that term.

Dual credit students who enroll while they are classified as being on academic probation may continue to enroll in succeeding terms providing they achieve at least a 2.00 GPA each term, even though their cumulative GPA is still below 2.0.

#### **Dual Credit Academic Suspension**

Dual credit students who enroll in dual credit courses while on academic probation will be suspended from the succeeding long-term if they fail to achieve at least a 2.00 GPA in dual credit courses for that term. Students who are placed on academic suspension at the conclusion of the spring term are not eligible for enrollment in dual credit courses the following fall semester. Students who are placed on academic suspension at the conclusion of the fall term are not eligible for enrollment in dual credit courses during the following spring semester.