Title: Undergraduate Academic Standing
Subject: Academic Affairs
Policy No: AA: 2017: 02
Applies: University-Wide
Issuing Authority: Sr. Vice President and Provost
Responsible Officer: Deans and Vice President for Enrollment & Student Success
Adopted: 10/04/2017
Last Revision: 09/17/2018

I. PURPOSE

The purpose of this policy is to outline the standards for academic standing which apply to all matriculated undergraduate students.

II. ACCOUNTABILITY

Under direction of the Provost, the Vice President for Enrollment and Student Success and all Deans and Department Chairs shall implement this policy and all faculty shall ensure compliance with the policy.

III. APPLICABILITY

This policy applies to all matriculated undergraduate students of Rowan University.

IV. POLICY

1. Rowan University has established standards for academic standing which apply to all matriculated undergraduate students as follows: Students who have attempted 12 or more semester hour credits and have a cumulative grade point average (GPA) of at least 2.0 are considered to be in good academic standing.

2. Academic Warning (for cumulative GPA falling below 2.0 after a fall semester)
   a. At the end of each fall semester, matriculated undergraduate students who are not already on academic probation, who have attempted 12 credits or more, and who have a cumulative GPA below 2.0 are placed on academic warning for the following spring semester. Those who have not attained a cumulative GPA of at least 2.0 by the end of the spring semester will be placed on academic probation. Those who achieve a cumulative GPA of 2.0 or higher after the spring semester will return to good academic standing.
   b. Students on academic warning will be enrolled in a zero-credit course for the spring semester supporting academic remediation. (This course appears only on internal transcripts and would not be shown on transcripts released for external purposes.) Details of the academic remediation program can be found on the Student Success website [link to follow].
   c. The Vice President for Enrollment and Student Success or designee will notify students when they are placed on academic warning. Such notices will include the requirement for the academic remediation activities as described above. The Registrar's Office will note the academic warning status on the student's academic record.
   d. Students will meet with their academic advisors each semester to develop appropriate plans for achieving satisfactory academic performance.

3. Academic Probation (for cumulative GPA falling below 2.0 after a spring semester)
a. At the end of each spring semester, matriculated undergraduate students who have attempted 12 credits or more and have a cumulative GPA below 2.0 are placed on academic probation. This probationary period begins with the fall semester. Students have one academic year in which to achieve a cumulative GPA of at least 2.0. Those who have not attained a cumulative GPA of at least 2.0 by this time will be dismissed from the university.

b. In addition, students on academic probation will be enrolled in a zero-credit course supporting academic remediation for the fall semester. (This course appears only on internal transcripts and would not be shown on transcripts released for external purposes.) Details of the academic remediation program can be found on the Student Success website [link to follow].

   i. Full-time students must attempt 12 or more credits each semester of probation. An attempted credit is defined as credit for any courses in which a student receives a grade of A, B, C, D, F, P, S, W, WP, or WF, or IN.

   ii. Students will be considered on probation until they attain a cumulative GPA of at least 2.0 or move to Academic Dismissal status the following spring.

   iii. Summer courses may be taken to help students reach the 2.0 cumulative GPA.

c. College Deans will notify students when they are placed on academic probation. Such notices will include a requirement that students consult an academic advisor in their college early in the first probationary semester and in no event later than the end of that semester. The Registrar's Office will notify the colleges of students who are placed on academic probation and will note the academic probationary status on the student's academic record.

d. Students will meet with their academic advisors each semester to develop appropriate plans for achieving satisfactory academic performance.

e. Students on academic probation may not participate in extra-curricular or co-curricular activities sponsored by the university.

4. Academic Dismissal
   a. Academic dismissal takes place under the following circumstances:

      i. Undergraduate students who have attempted at least 12 credits and have been on probation for the academic year (fall/spring) will be dismissed from the University. Their dismissal is in effect as of the upcoming fall semester.

   b. The Registrar's Office will notify the appropriate University officers when students are academically dismissed and will note the dismissal on the student's academic record.

   c. The College Deans will notify students in writing when they are dismissed. The notices will include a statement that registration for the next semester will be canceled.

   d. Students so dismissed cannot register in either academic year or summer terms, as full- or part-time students, nor as non-matriculated students.

   e. Students who have been academically dismissed from the university may apply for re-enrollment through the Office of Academic Transition and Support Programs after one academic year following dismissal.

5. Academic Standing Appeal Process
   a. The Office of the Provost serves as the focal point for the academic probation and dismissal. The Office of the Associate Provost for Academic Affairs is responsible for the implementation of this process.

      i. Written notification of the appeal process and dates will be sent to the student.

      ii. Student contacts the Dean's Office in the College of their major to make an appointment with the appeal committee.

      iii. Student completes and returns the Request an Appeal Hearing form with any supported material.

      iv. Students who do not appeal and students whose appeal is denied will be dismissed from the University.

   b. Decisions concerning academic dismissal are made independently of decisions governing financial aid awards. Appeals regarding the discontinuance of financial aid must be made to the Director of Financial Aid.