

Revision to 2010-2012 Undergraduate Catalog Language on Academic Standing, Probation and Dismissal for not Maintaining Academic Standards

Academic Standing Student Responsibility

Students are considered in good academic standing as long as they maintain a cumulative grade point average of at least C (2.00) unless your college or program has a higher standard. The Office of the Registrar will monitor students' academic progress at the end of each term and notify them if their academic standing falls below a 2.0; however it is the student's responsibility to take steps to improve his/her academic status whenever necessary. A cumulative grade point average of at least C is required to complete all degree programs at Chicago State University.

Some programs require a higher cumulative grade point average for graduation. Students with a cumulative grade point average below C are ineligible to petition for graduation irrespective of the number of course hours earned.

The Office of Academic Support Services is available to provide students with information on study skills workshops, tutoring in a variety of academic disciplines, and other services. Students with GPA's below 2.0 are strongly encouraged to take advantage of these services. However, students are responsible for earning and maintaining the minimum cumulative grade point average required for academic success. Students should maintain close contact with their departmental academic advisors to ensure their current academic status is always clear.

Academic Probation

The Office of the Registrar will place an undergraduate student on academic probation when his/her cumulative grade point average falls below 2.0 (C). The purpose of academic probation is to provide students with a warning that their academic performance does not meet minimum university standards. While on probation, students may enroll for no more than 12 semester hours. Registration for additional semester hours requires the written approval of the college dean.

Satisfactory Academic Progress / Enrollment Eligibility for Probationary Status

Students on academic probation are given opportunities for academic assistance from the Office of Academic Support Services. Students who are placed on probation will be notified by letter. In addition, the Office of Academic Support Services will require 4-, 8- and 12-week progress reports from the student's instructors. During the probationary period, students are expected to meet monthly with their advisors and a representative from the Office of Academic Support Services to assess academic progress, develop a written plan to improve academic performance, and to participate in appropriate activities such as workshops or tutoring sessions to improve their academic performance.

Students on probation will be permitted to register for up to 12 semester hours as long as their cumulative grade point average is 1.80 with less than 30 credit hours, 1.90 after enrollment in 30 credit hours, and 2.00 after enrollment in 60 credit hours. The credit hour status of transfer students will be determined by the combined total of transfer hours accepted and credit hours enrolled at Chicago State University. However, only courses taken at Chicago State University will be used to determine a student's term and cumulative grade point average. CSU courses and transfer courses will be used to determine a student's classification.

Dismissal for not Maintaining Academic Standards

A student will be academically dismissed if: at the end of the grading period the student's term GPA is 0.00 (reflecting no completion of coursework) and the cumulative GPA is below 2.00; or at the end of any grading period where the student on academic probation fails to make satisfactory academic progress as defined under the Academic Standing and Student Responsibility Policy.

Appeals

Students have the right to appeal the university decision on dismissal before the onset of the next term after dismissal. Students must present their appeal in the form of a written petition addressed to the Academic Appeals Committee of the appropriate college. The petition must be delivered to the office of the appropriate dean. The petition will be considered and acted on by a faculty committee appointed by the appropriate college dean. The petition must describe succinctly and concisely the problem and the outcome the student is requesting. Supporting documents (e.g., medical statements, a statement from the student's academic advisor, proof of completion of workshops, proof of monthly meetings with advisor/Office of Academic Support Services representative, etc.) must accompany the student's petition. The Office of the Registrar will notify students by letter of the disposition of their appeals.

Reinstatement of Students Dismissed for not Maintaining Academic Standards

Students dismissed for not maintaining academic standards may petition for reinstatement to the university after one or more terms. Petition forms are available in the Office of the Registrar. The student must present the request for reinstatement in the form of a written petition addressed to the Office of the Registrar. All petitions must be filed by the following dates

Fall Term	July 15
Spring Term	November 15
Summer Term	May 1

A petition for reinstatement must contain documented evidence and logical reasons the student's ability and desire to complete successfully a program of study at the university. Transcripts of all college work taken since leaving the university must accompany the petition. The Office of the Registrar will notify students by letter of the decision regarding their petition for reinstatement. Students may be reinstated a maximum of two times prior to completion degree.