I. PURPOSE

This policy describes the notification process for students making unsatisfactory progress.

II. ACCOUNTABILITY

The GSBS Senior Associate Dean is responsible for this policy.

III. POLICY

All students are expected to achieve satisfactory levels of academic and research proficiency as stipulated by the individual GSBS programs for theory and laboratory practice.

Each program shall clearly inform students of the criteria for satisfactory academic performance. Academic standing will be reviewed each semester by the GSBS Director or designated Program’s Academic Standing Committee.

- Doctoral students who receive less than a grade of “B” or 3.00 in each of the designated core course(s) or have an overall GPA less than 3.00 will receive an academic warning notice.
- Master students who receive less than a cumulative average grade of “B” or 3.00 in the designated core course(s) or have an overall GPA less than 3.00 will receive an academic warning notice.
- Certificate students who do not pass the designated required course(s) or have an overall GPA less than 3.00 will receive an academic warning notice.

Students performing below satisfactory levels of proficiency as outlined by their specific program of study may also receive a written warning notice. The written warning states the problem(s), outlines those measures needed for improvement and sets a deadline for compliance. Letters informing students of an academic warning will be sent within 30 calendar days.
days of the end of the semester. A request will be made to students receiving academic warning letters to meet with the Program Director and/or the Academic Standing Committee.

The GSBS Senior Associate Dean shall forward copies of warning letters to the Program Director and the University Registrar.