



San José State
UNIVERSITY

Academic Advising and Retention Services One Washington Square San Jose, CA 95192-0193

Voice: 408-924-2129 Fax: 408-924-2526 Website: www.sjsu.edu/aars

January 10, 2009

Dear Student:

Based on your earned fall 2008 grades, your current academic standing at San Jose State University is **Probation or Continued Probation**. This letter contains important information that will directly affect your continued enrollment at SJSU.

Academic **Probation or Continued Probation** means that a student has failed to maintain satisfactory academic progress in all coursework attempted at San Jose State University.

- **Undergraduate and 2nd Baccalaureate** students are placed on Probation when the SJSU cumulative grade point average falls below a "C" average (2.00) in all units attempted. To avoid academic disqualification, you must earn better than a "C" average in all units attempted in future semesters at SJSU. Good spring 2009 academic performance is critical.

Disqualification occurs when the SJSU cumulative GPA drops below the levels listed below:

Senior/Post Baccalaureate	=	1.950
Junior	=	1.850
Sophomore	=	1.700
Freshman	=	1.500

Several resources on campus can be of assistance. It is critical that you become aware of their availability and utilize the services immediately. Depending on your personal situation, please do at least one of the following:

- Attend a probation workshop offered by Academic Advising and Retention Services. Reserve your place by coming in to the AARS (G.E. Advising) counter in the Student Service Center or call 408-924-2129. Workshops will be scheduled **after the drop/add period**.
- Come to the Tutorial Center in LARC at the Student Service Center to request tutoring. You must usually do this by the 2nd week of the semester.
- Seek major advising directly from your department/major advisor to determine if you are eligible for a Retroactive Drop, Retroactive Withdrawal or a Grade Change. While these options may result in an improvement of your cumulative GPA, please note that they will not change or remove your current academic standing. Promptly attend any advising workshop that you may have been invited to by your college.
- Meet with an educational counselor in Counseling Services to discuss issues that have caused you to be placed on probation and strategies to increase your success, e.g. study skills, note taking, time management, and stress management. We recommend this option for those of you who are dealing with issues of a personal nature that may be affecting your academic performance. Counseling Services is located in the Administration Building, Room 201.

If you have any questions regarding this information, please schedule an appointment with your academic advisor. Above all, we want you to succeed at SJSU and fulfill your personal and professional goals.

Sincerely,
Academic Advising and Retention Services

NOTE: According to Academic Senate policy F96-11, "An undergraduate student on academic probation is restricted to a course load no greater than 12 units." You are expected to review your registration for spring 2009 and make any appropriate changes to comply with policy. We strongly encourage you to do so before registration closes on 1/13 and in any case no later than the drop deadline of 2/3. This allows others to take the seat in the class. Limiting yourself to 12 units also increases your chances of success and the likelihood of improving your GPA.

Please do not contact the Registrar's Office regarding this communication. You are required to make an appointment with your advisor to discuss your academic standing.