

California State University, San José

SAN JOSE, CALIFORNIA 95192

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ACADEMIC COUNCIL

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ACADEMIC COUNCIL POLICY RECOMMENDATION #S73-20

At its meeting of April 30, 1973, the Academic Council passed the following policy as presented by Dr. Robert Spicher, Chairman, Instruction and Research Committee

POLICY ON ACADEMIC STANDARDS

RESOLVED: I. Students working for a bachelor's degree are expected to maintain a grade point average of 2.0 (C) or better in their work at California State University, San Jose and in their entire collegiate record in order to continue in good standing. To be eligible for a bachelor's degree, a student must have a grade point average of at least 2.0 (C) in all units applicable toward a degree, which includes those accepted by transfer from another institution, all units in the major, all units in the minor (where applicable) and all units attempted at California State University, San Jose.

To be eligible for a Master's degree, a student must have a grade point average of at least 3.0 (B) in all units applicable toward the degree, which includes those accepted by transfer from another institution, and all units attempted at California State University, San Jose.

For purposes of determining a student's eligibility to remain at California State University, San Jose, both quality of performance and progress toward the student's objective shall be considered. Such eligibility shall be determined by a use of grade points, grade point average, and progress points. The progress point scale shall be based on the grade point computation for letter grades and augmented by the assignment of two points per unit for the CR grade and no points per unit for the NC grade.

RESOLVED: II. The following regulations apply to probation for scholarship:

1. An undergraduate student is subject to academic probation if at any time the student's cumulative grade point average or grade point average at California State University, San Jose falls below 2.0 or if during any term while enrolled the student fails to earn at least two times as many progress points as all units attempted. The Director of Admissions and Records shall automatically notify any undergraduate student who is subject to academic probation of that fact. The notice shall also state that on the fifteenth day of the next regular semester the student will automatically be

placed on academic probation (with effect as of the first day of that semester) unless before that fifteenth day the student files a petition with the Dean of Undergraduate Studies claiming clerical or administrative error or unusual circumstances and requesting that the notice be cancelled. Part of the petition process shall include an interview with the student's academic advisor and/or a member of the counseling staff. A report of this interview and a recommendation shall be forwarded by the advisor or counselor to the Admissions and Standards Committee. If the student does not petition or if the petition is denied, the student shall be placed on academic probation in accordance with the notice.

2. A student shall be removed from academic probation when the student's cumulative grade point average or grade point at the campus is 2.0 or higher and when the student earns at least two times as many progress points as all units attempted.

RESOLVED: III. The following regulations apply to disqualification for scholarship:

The Director of Admissions and Records shall automatically notify any student who appears from the University's records to be disqualified under one of the following six paragraphs that the student is subject to disqualification. The notice shall also state that the student will automatically be disqualified on the fifteenth day of the next regular semester (and, if registered, the registration cancelled), as of the first day of that semester, unless before that fifteenth day the student files a petition with the Admissions and Standards Committee as provided in VI below. If the student does not petition, he or she shall be disqualified (and, if registered, the registration cancelled) in accordance with the notice.

1. Whether on probation or clear standing a freshman student or sophomore student (less than 60 semester hours of college work completed) will be disqualified if the student falls 15 or more grade points below a 2.0 (C) average on all units attempted at California State University, San Jose.
2. Whether on probation or clear standing, a junior student (60 - 89½ semester units completed) will be disqualified if the student falls 9 or more grade points below a 2.0 (C) average in all units attempted at California State University, San Jose.
3. Whether on probation or clear standing, a senior student (90 or more semester units completed) will be disqualified if the student falls 6 or more grade points below a 2.0 (C) average in all units attempted at California State University, San Jose.
4. Whether on probation or clear standing, a post-graduate student in Second Baccalaureate status will be disqualified if

the student falls 6 or more grade points below a 2.0 (C) average in all units attempted at California State University, San Jose.

5. Graduate students will be disqualified from the University if their postgraduate grade point average in units attempted at California State University, San Jose:

- a) falls below a 2.25 average prior to the student's completion of 12 semester units; or
- b) falls below a 2.50 average after the student has completed 12 or more semester units.

6. Regardless of class level, a student on academic probation is subject to academic disqualification if during any term while on probation the student fails to earn twice as many progress points as units attempted.

RESOLVED: IV. A student may be placed on administrative academic probation by action of the Academic Vice President or his designees for any of the following reasons:

1. Withdrawal from all or a substantial portion of a program of studies in two successive terms or in any three terms.
2. Repeated failure to progress toward a stated degree or other program objective even though enrolled at the campus (when such failure appears to be due to circumstances within the control of the student).
3. Failure, after due notice, to comply with any academic requirement or regulation which is routine for all students or a defined group of students (example: failure to take placement tests, failure to complete a required practicum).

When such action is taken, the student shall be notified in writing and shall be provided with the conditions for removal from probation and the circumstances which would lead to disqualification, should probation not be removed.

RESOLVED: V. A student who has been placed on administrative academic probation may be disqualified from further attendance if:

1. The conditions for removal of administrative academic probation are not met;
2. The student becomes subject to academic probation while on administrative academic probation;
3. The student becomes subject to administrative probation having been placed on administrative probation previously, although not currently, in such status.

When such action is taken, the student shall receive written notification including an explanation of the basis for the action.

RESOLVED: VI. In the case of error or extenuating circumstances, a student, upon receiving notice of disqualification from the University, may immediately petition the Admissions and Standards Committee for appeal from disqualification and reinstatement in the University. Forms for this procedure may be obtained from the Office of Admissions and Records. Part of the petition process shall include an interview with the student's academic advisor and/or a member of the counseling staff. A report of this interview and a recommendation shall be forwarded by the advisor or counselor to the Admissions and Standards Committee. In reviewing the petition, the committee shall take its recommendation to the Dean of Undergraduate Studies, or the Dean of Graduate Studies and Research.

The recommendation of the committee shall be one of the following:

1. Confirm the disqualification and deny reinstatement.
2. Confirm the disqualification but immediately reinstate the student to probation status when a review of the student's record shows a high potential to make up any deficiencies in the next semester. If approved for reinstatement, a disqualified student is eligible for enrollment in the semester following disqualification without having to file for readmission.
3. Rescind the disqualification, but only in cases of error, or in such cases where the student was entitled but unable to make a change in program or withdrawal from the University due to circumstances beyond the student's control.

RESOLVED: VII. Students who wish to be readmitted following disqualification must file a petition for readmission. Such petitions will not be accepted until (a) at least one semester has elapsed following disqualification and (b) the scholastic deficiency has been removed by appropriate course work taken from California State University, San Jose Extension Services or Summer Session or other accredited institutions. Disqualified students are not eligible for concurrent enrollment or external degree programs. Credit earned in 400-level courses cannot be applied for readmission purposes.

Satisfaction of these two conditions does not mean automatic readmission, but only that the petition will be considered.

RESOLVED: VIII. The following regulations apply to readmission following disqualification;

1. A student who seeks readmission following disqualification must file a petition and application for readmission as a

returning disqualified student before the appropriate readmission deadline. The petition, application for readmission, and deadline information may be obtained from the Office of Admissions and Records. Part of the petition process shall include an interview with the student's academic advisor and/or a member of the counseling staff. A report of this interview and a recommendation shall be forwarded by the advisor or counselor to the Admissions and Standards Committee. Official transcripts of all work completed and evidence of work in progress must be furnished to the Office of Admissions and Records before the petition and application for readmission will be considered.

2. Disqualified students should understand that they are subject to the same enrollment limitations and admission application requirements as all other students. Readmission to the University does not assure readmission to any particular semester or to a specific degree objective.
3. Petitions for readmission will not be accepted from students who have been disqualified from the University more than once.
4. The Admissions and Standards Committee will review all petitions for readmission following disqualification and will make its recommendations to the Dean of Undergraduate Studies, or the Dean of Graduate Studies and Research.
5. The disqualified student who plans to petition for readmission following one semester should contact the student's advisor well in advance to work out a program of appropriate study to remove academic deficiencies.
6. The Admissions and Standards Committee shall not recommend readmission unless the student has met the following minimum conditions: a) The student has completed an appropriate program of study with at least grades of "B" in all units attempted, and b) The program of study, prepared in concert with the student's advisor, demonstrates the capacity of the student to successfully complete the work contemplated upon readmission to the University.
7. The following provisions apply to the program of study during disqualification:
 - a) If the student's academic deficiency occurred in general education, the program of study must include work taken from the same area;
 - b) If the student's academic deficiency occurred in the major or minor, the program of study must include work applicable to the major or minor;
 - c) If the student plans upon readmission to take work in a different degree objective, then the overall record must

show that the scholastic deficiency has been removed and that the student has a capacity to complete the new planned degree objective.

8. Undergraduate students readmitted following disqualification are automatically placed on probation. Regardless of the grade point average earned at any other institution, the California State University, San Jose cumulative grade point average must be raised to a "C" (2.0) before a student will be placed on clear standing. The student must achieve a grade point average above 2.0 in each semester following readmission until such time as the student has earned a cumulative California State University, San Jose grade point average of "C" (2.0). Failure to do so will result in a second and final disqualification.

9. Graduate students readmitted following disqualification are automatically placed on probation. Regardless of the grade point average earned at any other institution, the California State University, San Jose cumulative grade point average must be raised to a 2.5 before a student will be placed in clear standing. The student must achieve a grade point average above 2.5 in each semester following readmission until such time as the student has earned a cumulative California State University, San Jose grade point average of 2.5. Failure to do so will result in a second and final disqualification.

10. See the Graduate Catalog for additional scholarship and transfer of unit requirements for graduate students.

RESOLVED: IX. The Admissions and Standards Committee is an administrative Committee appointed by the Academic Vice President.

ACTION BY UNIVERSITY PRESIDENT:

RECEIVED
MAY 04 1973

PRESIDENT
Cal State U., S.J.

Copies Sent To:

AVP
Leans
Department Chairman

Approved 3br
5-24-73
John W. Benzal