

Possible Catalog Revision: Repeating a Course, Low Grades, and Academic Probation and Suspension

The initial question raised by Dr. Johnson during the November 11, 2014, Graduate Council meeting was, "If a student has three C's and retakes one of those courses, does the new grade replace the C?" Dr. Johnson was seeking clarification on policy versus practice to assist him in making decisions when presented with Requests for Academic Exceptions.

The catalog identifies the number of hours of C's allowed for programs based on the total hours of the program. For example, a program consisting of less than 40 hours allows for 6 hours of C's. According to the catalog, if a student in this program receives a third C, s/he may retake one of those courses. Provided the student receives a higher grade in the course, the higher grade will be used for the GPA calculation. However, the original C still counts against the maximum allowable number of C's, and the student would have to request an academic exception in order to graduate.

Repeating a Course	
Current	Suggested Revision if Applicable
1. A graduate student may retake a course only one time. <i>The student must specify that the course is a repeat course at the time of registration.</i>	
2. If a student withdraws from a "repeated" course, it may be taken again.	2. If a student withdraws from a "repeated" course, the student may be able to take the course again. Some programs may have standards limiting the number of times students may register and withdraw from a course.
3. A record of all occurrences of the course will appear on the transcript. Only the most recent grade will be counted in the cumulative GPA. The ability to retake a course may be limited by curriculum changes or by departmental policies.	
4. If the previous grade is a "C" or below, the grade will still count against the maximum number of low grades allowed for the degree.	Remain the same and require an academic exception if necessary... OR 4. If the most recent grade is an A or a B,

	the original "C" will no longer count against the maximum number of low grades allowed for the degree. The standards in some programs, however, may be higher than university standards. Students should verify departmental standards with regard to this policy.
Low Grades	
Current	Suggested Revision if Applicable
The maximum number of "C's" allowed in a graduate program falls under the guidelines from the following table. In each case, a GPA of 3.0 must be maintained for completion of a degree.	
<40 Hours - 6 Hours of C's Allowed 40-66 Hours - 9 Hours of C's Allowed 67+ Hours - 12 Hours of C's Allowed	
If a student receives a grade of "D" or "F" in a course, this may constitute grounds for probation or suspension. However, if a student is allowed to continue, not only must the course be retaken, but a "D" or "F" is counted against the limit of C's allowed in a program. Courses in which a student receives a grade of "D" or "F" may not be counted toward the degree.	
Academic Probation & Suspension	
Current	Suggested Revision if Applicable
Any student who does not maintain a 3.0 GPA will be placed on academic probation. If during the next enrollment, he or she fails to attain a 3.0 average, he or she may be suspended. Enrollment in a graduate program while on academic probation will not be permitted for more than one 16-week semester.	
In the case of suspension, a student may re-apply to the Graduate School after a reasonable length of time as determined in	

each case by the graduate dean and the department. The student must be able to provide evidence indicating future success. However, re-application does not guarantee admission. The graduate dean, consulting with the department, will decide whether the student should be readmitted, and if so, whether special conditions should be required for readmission.	
When students are readmitted after suspension, they are placed on probation for one semester and must meet Satisfactory Academic Progress (SAP) requirements to continue to receive financial aid. If they do not make satisfactory progress that semester, they are required to withdraw from school.	