

**ACADEMIC PROGRESS POLICY  
UNIVERSITY OF MINNESOTA, CROOKSTON**

UMC students are required to make progress toward earning their degree and to maintain at least a “C” average (2.00 cumulative GPA) in their selected curricula. Students who do not maintain these standards may be placed on *academic probation* or *academic suspension*. Students on academic probation are considered to be making satisfactory academic progress. Suspended students, readmitted under the terms of the academic contract, are NOT making satisfactory academic progress.

**Academic Probation**

Students are placed on academic probation as (1) a warning that their academic progress is not satisfactory, or (2) that they did not meet the requirements for regular admission. Academic probation is a formal warning that the student should take steps to achieve the university’s academic standards to avoid dismissal from UMC. The following criteria determine who is placed on academic probation:

**A. New High School Admits and New Advanced Standing (Transfer) Admits**

New students who do not meet the requirements for regular admission, but who qualify for UMC’s Conditional Admission program, are admitted on academic probation. Conditionally admitted students are informed of their status in their letter of admission.

**B. Continuing UMC Students and Non-Degree Students**

Cumulative Credits Attempted With Permanent Grades	Required Minimum Cumulative GPA
1-15	1.70
16-23	1.80
24-31	1.90
32 and beyond	2.00

**Requirements while on academic probation**—During the term of probation students:

1. Must earn a minimum term and cumulative GPA consistent with the credit hour/GPA table above. Students whose term GPA does not meet the requirements will be suspended. Students who meet the term GPA requirement will be removed from probation or continued on probation according to the following table:

<i>Meets Minimum Requirements?</i>		
Term GPA	Cumulative GPA	Action
No		Suspended
Yes	Yes	Removed from probation
Yes	No	Continued on probation

2. May register for a *maximum* of 14 credits.
3. Must meet with their academic adviser during the first week of the semester to complete an *Academic Action Plan* (AAP). The adviser will help the student identify weak points in their college preparation and help the student develop a course of action to address them. (*The student must obtain his/her adviser’s signature before completing requirement #4.*)
4. Must meet with a staff member of the Academic Assistance Center, 270 Owen Hall. The discussion will focus on a variety of topics helpful in successfully completing the AAP (e.g., time management skills, study skills, tutoring services, class schedule, adjusting to college, etc.).
5. Must properly complete the AAP with all required signatures and submit it to the Academic Assistance Center (270 Owen Hall) by 3:00 p.m. on Friday of the second week of classes.
6. Must spend a minimum of two hours per week in study at the Academic Assistance Center for the entire 15-week semester beginning with the first week of class. This study time may be augmented or replaced by meeting with a tutor for one hour per week. Participation and attendance will be verified.

**Students Who Fail to Complete Probationary Requirements**

1. Students who do not successfully complete requirement #1 shall be suspended.

2. Failure to complete requirements #3, #4, or #5 (*see above*) will result in a "hold" being placed on the student's academic record. The student forfeits the right to register during his/her regularly scheduled queue time for the next semester's classes and is required to register during the "open" registration period after all other returning students have registered.
3. Academically suspended students who fail to complete requirement #6 shall not be eligible for the automatic re-admittance provision of the Academic Contract (*see following Readmission section*).

### **Suspended for Low Scholarship**

A student on academic probation who fails to meet the GPA requirements will be suspended and required to withdraw from UMC for one academic term on the first incidence of suspension and one calendar year on the second or third suspensions. Credits earned at other institutions during the period of suspension may not fulfill UMC graduation requirements unless permission to earn such credit is granted in advance by the Academic Standards and Policy Committee. Students suspended on four occasions are permanently dismissed and not allowed to continue their studies at UMC.

### **Readmission**

Appeals for readmission must be accompanied by evidence that factors contributing to the academic difficulty have been altered and that there is every reason to assume successful continuation of studies.

On a student's **first** suspension he/she will be readmitted if he/she **successfully completed** probationary requirement #6 and agrees to comply with the terms and conditions of the academic contract. A suspended student who **failed to complete** probationary requirement #6 (*see section above*) must meet jointly with his/her academic adviser and one of the staff members of the Academic Assistance Center (270 Owen Hall) to complete the *Academic Contract* forms and the *Academic Action Plan (AAP)*.

The Academic Standards and Policy Committee acts on appeals for readmission from students who have been suspended for the **second or third** time. Prior to presenting his/her appeal to the Committee the student must meet in person with a staff member of the Academic Assistance Center to complete the *Academic Contract* forms and the *Academic Action Plan (AAP)*. The student must also obtain his/her adviser's signature prior to turning in the completed forms at the Office of the Registrar.

Students may NOT be suspended for two consecutive semesters and be allowed to be re-admitted.

Suspended students, readmitted under the terms of the academic contract, are **NOT** considered to be making satisfactory academic progress; are **NOT** eligible<sup>1</sup> to receive state or federal financial aid; and are **NOT** eligible to represent<sup>2</sup> the University in any official event, activity, or capacity.

Suspended students are readmitted on academic probation after the required period of non-enrollment. Continued enrollment depends on satisfactorily completing probation requirements.

*Revised by Faculty Assembly, 3/26/04*

*Revised by Executive Committee, 6/6/06*

*Revised by Faculty Assembly, 03/30/07*

*Revised by Faculty Assembly, 04/24/2009*

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<sup>1</sup>You may appeal your financial aid suspension if unusual circumstances interfered with your ability to meet SAP standards. For more information see **Satisfactory Academic Progress (SAP) for Financial Aid Eligibility** at <http://www.crk.umn.edu/info/policies/FinAidSap.htm> or contact the Office of Student Financial Aid.

<sup>2</sup>University representation shall include, but not be limited to such things as athletic events, music or theater performances, club events occurring in a public venue or of a competitive nature, and serving as an officer in clubs, organizations or the student association. Criteria to be used to determine what constitutes an official event, activity or capacity shall be based on such factors as the use of University funding or facilities, and the University's role in scheduling and involvement in the event. The Academic Standards & Policy Committee shall resolve any questions regarding this provision.