

**GUIDELINES FOR ADVISING
UNDERGRADUATE PROBATION AND DEFICIENT STUDENTS**

- 1) First-time probation students should conduct a Learning and Studies Strategies Inventory (LASSI) and participate in the On-Track Academic Success Program to assist them in the development of their identified academic skills. Probation students shall be limited to a 13 credit hours course load for the following semester.
- 2) First-time deficient students who remain in their academic departments are required to limit their academic course loads to no more than 12 credit hours each semester. These students should repeat poor performance courses no later than the second subsequent regular semester. Students shall adhere to successful completion of prerequisite courses before taking upper level courses. It is recommended that upper level courses be taken only with the department chair's approval. In addition, these students should conduct a Learning and Studies Strategies Inventory (LASSI) and participate in the On-Track Academic Success Program to assist them in the development of their academic skills.
- 3) An academically deficient student who has been denied admission to his/her department and is successful in being readmitted as undergraduate studies (UGS) undecided must be limited to 12 credit hours each semester. The student shall adhere to repeating poor performance courses, meeting prerequisites and taking upper level courses only with the department chair's approval.
- 4) The student readmitted as in (3) above is required to conduct a LASSI and participate in the On-Track Academic Success Program to assist him/her in the development of their academic skills. The deficient UGS undecided student shall be assigned a peer mentor and constructively participate in all mentor group sessions. Accumulating absences in excess of the requirements set forth by the On-Track program will result in denial of subsequent readmission as a UGS undecided student.
- 5) Academically deficient UGS undecided students must establish a plan for achieving academic recovery (a S&T and department 2.0 GPA) within 3 regular semesters while adhering to the 12-credit hour per semester limit. If the student achieves a semester GPA of at least 3.25, he/she may be allowed to register for up to 17 credit hours in the subsequent semester. Students may take upper level courses only with the department chair's approval.
- 6) Academically deficient students appealing for readmission who cannot establish a plan (i.e., it is not possible for the student to achieve the GPA requirement in 3 semesters based on the number of quality points needed) for achieving a S&T and department 2.0 GPA within 3 regular semesters while adhering to the 12-credit hour per semester limit, will not be readmitted as UGS undecided.^{1,2}
- 7) Students not making progress according to their plan each semester shall not be readmitted as UGS undecided.^{1,2}
- 8) Academically deficient students who have been enrolled as a UGS undecided student for 3 or more regular semesters and who will not achieve a S&T and department 2.0 GPA at the end of their current semester shall not be readmitted as UGS undecided.^{1,2}
- 9) Academically deficient students who have been enrolled as a UGS undecided student up to 2 regular semesters and cannot establish a plan for achieving a S&T and department 2.0 GPA within 2 subsequent

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² See item 10 above relative to student appeals.

regular semesters while adhering to the 12-credit hour per semester limit, shall not be readmitted as UGS undecided.^{1,2}

- 10) Student appeals for readmission representing extenuating circumstances will be referred to an appeals committee consisting of the student's advising office advisor, the student's academic department advisor (or department representative) and an academic advisor outside of the student's discipline. All committee decisions must meet the approval of the Provost.
- 11) In all cases, academic improvement plans must be documented in writing and students shall read and sign the documented plan to acknowledge their understanding of what the requirements are. This action is required in addition to the requirements of the official university Results of Scholastic Action Appeal form for readmission.
- 12) A student who was formerly a UGS undecided deficient student shall not be readmitted subsequently as UGS undecided.^{1,2}

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