TYPE OF PROCEDURE: Academic

TITLE: Satisfactory Academic Progress Procedure - Graduate

RELATED POLICY: Satisfactory Academic Progress – Graduate, Repeat Policy, Termination/Dismissal Policy

GPA Requirements

Major Field

Candidates for a Graduate Degree (Master's, Specialist, or Doctoral) granted through St. Cloud State University must maintain a grade point average of at least 3.00 in their program of study, their major field, and all graduate course work taken at St. Cloud State University.

Graduate Certificate, Licensure

Candidates for Graduate Certificate Programs must maintain a grade point average of at least 3.00 in the course work taken in the program and at least a 3.00 GPA in all graduate course work taken at St. Cloud State University.

All Graduate Students

For Candidates in All Graduate Programs, Courses in which a letter grade of I (Incomplete), IP (In progress), Z (No grade reported), W (Withdrawal), F (Failure), FN (Failure for nonattendance), or U (Unsatisfactory) is received will be treated as credits attempted but not successfully completed. Courses in which a mark of C-, D+, D, D-, is earned will count as credits completed but are not considered satisfactory grades and will not be accepted toward graduate program completion. A grade of R (Registered) or RC (Research Continued) is considered satisfactory and not used in computing GPA or completion rate.

If a course is repeated, both marks are used in determining the total grade point average. A student who does not achieve a satisfactory grade in the first course of a course sequence a or program sequence or a prerequisite course cannot take the following courses in that sequence until the course has been completed with a passing grade of C or better. This is a baseline and individual Graduate Programs may have higher standards.

Academic Warning notices

Warning notices will be sent to graduate students who have a cumulative grade point average of over 2.0 but less than 3.0. Students in this category will be placed on warning status. Students having a grade point average of 2.0 or higher (but less than 3.0) may petition for a maximum of nine additional new or repeated graduate credits to bring their cumulative grade point average into compliance. Petitions must outline a clear plan for improvement as approved by the adviser. For full time students the plan for improvement must be completed during the next intended term of registration (summer, fall, spring). For part-time students the credits may be completed over a maximum of three terms of registration.

Students who have attempted at least 9 graduate credits and have a grade point average of 1.99 or lower will be dismissed.

After the completion of 9 additional graduate credits, students who are not in compliance but have achieved a GPA of 2.75 to 2.99 and have shown significant improvement may petition for up to 3 additional new or repeated graduate credits. Petitions must provide a rationale for the extension and outline a clear plan for improvement approved by the adviser. Students with a GPA of 2.75 or lower may petition to take or repeat one core course and must receive a letter grade of A.

Students with approved petitions remain in academic warning status. Only one petition for extension will be considered. No petitions will be considered for students completing 18 or more credits with a GPA of 2.90 or below.

Dismissal letters

Dismissal letters will be sent to students placed on academic warning status who failed to bring their cumulative grade point average to a 3.00 or higher in the time prescribed.

Graduate GPA below a 3.00 following completion of program requirements

Graduate students whose records show less than a 3.00 average at the completion of the approved program of courses may be permitted to register for a maximum of nine additional semester credits to be earned in courses approved by the petition procedure. The nine additional credits must be determined in consultation with the adviser and

may include both repeated and new courses. If, after the completion of these nine additional credits, the average is still less than a 3.00 the student will be dismissed from his/her program of study.

Completion Rate Requirements for Candidates in All Graduate Programs

Graduate students must complete at least 66.67% (or 2/3) of all credits attempted at the University plus any credits accepted in transfer. Following the attempt of nine or more graduate credits a student whose accumulative completion rate falls below 66.67% (or 2/3) will be placed on warning status.

Warning notices

Warning notices will be sent to graduate students with a completion rate below 66.67% (or 2/3). Students are granted a maximum of nine additional new or repeated graduate credits to bring the completion rate over 66.67% (or 2/3). If, at the end of the warning term, the student has completed 100% of credits for the term but has not raised the cumulative completion rate to the required minimum, the student may petition for up to 9 additional new or repeated graduate credits. Students with approved petitions remain in academic warning status. Only one petition for extension will be considered.

Dismissal letters

Dismissal letters will be sent to students placed on warning status who failed to bring the completion rate to 66.67% or higher by the final term of warning status.

The School of Graduate Studies uses SCSU email as the official form of communication.

Definition of Terms:

Program of Study – core courses, electives, culminating experience and what is required to complete the degree. Forms must be completed by the student in consultation with the advisor and submitted to the Graduate school prior to the completion of 15 graduate credits. A change in the program of study can be submitted at any time in consultation with the advisor or committee chair.

Core Courses – courses that are completed within the degree that are non-elective

Academic Dismissal – students who do not meet the standards of the Graduate School and or their program can be dismissed (see petition process above).

PROCEDURE OWNER: Provost and Vice President for Academic Affairs

PROCEDURE CONTACT: Associate Provost and Dean of Graduate Studies

OTHER DOCUMENTS:

EFFECTIVE DATE: August 25, 2014

REPLACES: Standard of Scholarship Policy and Procedure