

**ACADEMIC PROBATION and DISMISSAL: Revision of 3-10-04 approved by CEPC**

**Current Policy / Catalog Statement:**

**ACADEMIC PROBATION**

A student will be placed on academic probation, or be continued on probation, with:

1. A cumulative grade point average of 1.50-1.80 in the first year, 1.75-1.90 in the sophomore year and 1.87-1.95 in the junior and senior year, or
2. Two or more grades of D, F, N, or U in any semester, or
3. Fewer than two and one-half courses of C- or better during a semester, or fewer than five and one-half courses of C- or better during an academic year.

A student on probation may not participate in a St. Olaf-sponsored off-campus program or in an interim exchange program. Institutionally-controlled gift assistance or financial aid may be reduced if a student is placed on academic probation. College decisions involving probation are not subject to appeal.

**ACADEMIC DISMISSAL**

A student may be dismissed if he/she is on probationary status and fails to achieve minimal academic progress. Minimal academic progress may be defined as that combination of course completions and grade points that suggest the probable completion of graduation requirements in four years with at least a 2.00 cumulative grade point average. Such progress is expected to approximate the following scale:

- Cumulative G.P.A. of 1.87 after the completion of 26 credits.
- Cumulative G.P.A. of 1.75 after the completion of 17 credits.
- Cumulative G.P.A. of 1.50 after the completion of 8 credits.

Normally a student cannot be on probation longer than one semester before being academically dismissed.

There is usually a waiting period of one year prior to consideration of an application for readmission following dismissal. Decisions resulting in academic dismissal or the placement of a student on academic probation are made by the academic standing committee, which includes an associate dean of students, a representative of the registrar's office, the director of the academic support center, director of multicultural student services and a representative from the faculty. Parents are notified when academic dismissal occurs. Students placed in dismissal status may appeal the dismissal decision to an appeals board composed of the dean of the college, the dean of students and the registrar. The appeal must be made in writing and sent to the registrar within seven days of the date of receipt of the dismissal letter.

**REVISED POLICY Passed by CEPC 3-10-04, to appear for the first time in the 2004-2006 St. Olaf Academic Catalog**

The footnotes are for documentation purposes only and will not appear in the catalog.

**ACADEMIC PROBATION**

This policy is effective for all students entering St. Olaf on or after August 15, 2004

A student may be placed on academic probation, or be continued on probation, with:

1. A cumulative grade point average of 1.80 or below in the first year, 1.90 or below in the sophomore year and 2.00 in the junior and senior year, or
2. Two or more grades of D, F, N, or U in any semester, or
3. Fewer than two and one-half courses of C- or better during a semester, or fewer than five and one-half courses of C- or better during an academic year.

Parents of financially dependent or consenting students are notified when students are placed on academic probation.

A student on probation may not participate in an interim exchange program. Students may apply to a St. Olaf-sponsored off-campus program while they are on probation, but ordinarily a student who remains on academic probation may not participate in an off-campus program. Approval by the Director of International and Off-Campus Studies is required for a student on academic probation to participate in an off-campus program.<sup>1</sup> Students on academic probation may not serve in an executive role in a student organization, and students continuing on probation may be asked further to curtail extra-curricular activities.<sup>2</sup> Institutionally-controlled gift assistance or financial aid may be reduced if a student is placed on academic probation.

College decisions involving probation are not subject to appeal.

## ACADEMIC DISMISSAL

A student may be dismissed if he/she is on probationary status and fails to achieve minimal academic progress.<sup>3</sup> Minimal academic progress may be defined as that combination of course completions and grade points that suggest the probable completion of graduation requirements in four years with at least a 2.00 cumulative grade point average. Such progress is expected to approximate the following scale:

Cumulative G.P.A. of 2.00 after the completion of 23 credits.  
 Cumulative G.P.A. of 1.90 after the completion of 15 credits.  
 Cumulative G.P.A. of 1.80 after the completion of 6 credits.<sup>4</sup>

Normally, a student will not be considered for dismissal unless s/he has been on probation for at least one semester. The college reserves the right, under extraordinary circumstances, however, to dismiss a student who has not been on probation.<sup>5</sup>

There is usually a waiting period of one year prior to consideration of an application for readmission following dismissal.

Decisions resulting in academic dismissal or the placement of a student on academic probation are made by the academic standing committee, which includes the faculty member serving as associate dean of students (chair), the other two class deans, the associate registrar, the coordinator of the Academic Advising Center, the coordinator of Student Disability Services, the director of the Student Support Services, the director of the Academic Support Center, the director of Multicultural Affairs and Community Outreach, and one member of the faculty, appointed by the faculty member serving as associate dean of students.

Parents of financially dependent or consenting students are notified when academic dismissal occurs.

Students placed in dismissal status may appeal the dismissal decision to an appeals board composed of the Dean of the College, the Dean of Students and the Registrar. The appeal must be made in writing and sent to the Registrar within seven days of the date of receipt of the dismissal letter. The decision of the appeals board is final.

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<sup>1</sup> The boldface statement repeats the policy as listed in the 2004-2005 International and Off-Campus Programs catalog (p. 5) from International and Off-Campus Studies, with minor changes. It seems wise to make the two statements of policy consistent. The Registrar's Administrative Advisory Group discussed both participation in off-campus study and participation in extra-curricular and co-curricular activities on campus. Regarding off-campus study, it is important to recognize that, in the first place, some off-campus programs have their own GPA requirements that St. Olaf must respect. Additionally, being off campus deprives a student of all of the support services available to students on campus, such as the ASC, the Counseling Center, the Dean of Students Office. It seems imprudent to place students having academic difficulty in a situation where such support services are not available.

<sup>2</sup> This policy is already in effect through GPA requirements for offices within student organizations such as the Student Senate. We do not feel that we can exclude students on probation from participation in extra-curricular or co-curricular activities, although we did discuss it. In some cases, such as music ensembles, these activities are required for the B.A. and B.M. in Music. In other cases, participation in these activities, while not required for the major, are beneficial to the major. In still other cases, a certain level of participation is important to certain students and actually helps them to do better in their studies than might otherwise be the case.

<sup>3</sup> Note that this policy allows for dismissal, it does not mandate it.

<sup>4</sup> We are recommending raising the GPA minimums that make students eligible for both probation and for dismissal. Rationale: students must attain a GPA of 2.00 to graduate from the College. With the current minimums, we sometimes do not intervene with probation or dismissal until it is too late for a student to repair the damage without significant repeating of courses, additional time on campus, and considerable extra expense. We feel that it is a disservice to students for the College to allow them to get into this predicament. Also, on the advice of Sally Gonzalez, I have changed the number of credits completed to match the minimum number of credits required for the next class standing—6 for sophomore, 15 for junior, 23 for senior.

<sup>5</sup> Nothing in the current catalog allows for the possibility of dismissing a student who has not been on probation; such an action would be extraordinary, such as in the case when a student has not received any grades above an F in one semester or other extraordinary circumstance. Conversely, the current policy more or less mandates that a student who has been on probation for one semester already must be dismissed. The new wording allows for a student to be on probation more than one semester before dismissal; in some circumstances, this would potentially be a good thing.