

ACADEMIC PROGRESSION

Academic Standing

Graduate students are expected to maintain Good Academic Standing throughout their matriculation in their graduate program. Good Academic Standing at Clayton State University is defined as a minimum institutional graduate GPA of 3.0.

Academic Probation

Graduate students whose institutional GPA falls below the minimum acceptable GPA of 3.0 are placed on Academic Probation. Students on Academic Probation are restricted to taking 6 credit hours or less for a minimum of one semester and until the institutional GPA is raised to a minimum of 3.0. Students on Academic Probation must contact their Graduate Program Director to receive information and assistance on their continuation in graduate study. In addition, students on Academic Probation, especially those on probation for the first time, may be required to develop a remediation plan for continuing in graduate school. International students who fall below an institutional GPA of 3.0 risk losing their F-1 or J-1 active immigration status.

Students who are on Academic Probation who earn a term GPA of 3.0 or higher and raises their institutional GPA to a 3.0 or higher will return to Good Academic Standing.

Students who are on Academic Probation whose term GPA is 3.0 or higher, but whose institutional GPA remains below 3.0, will remain on Academic Probation.

Students who are on Academic Probation who earn a term GPA below 3.0 while on Academic Probation, regardless of the institutional GPA, will be excluded for one term (Academic Suspension, see below).

Academic Suspension

Graduate students who are on Academic Probation and earn a term GPA that is below 3.0 are placed on Academic Suspension. Academic Suspension bars students from enrolling for one semester. Students who are suspended are required to develop a concrete plan for academic success in consultation with their Graduate Program Director/Coordinator. Reinstatement is not automatic.

To be considered for reinstatement a student must submit a remediation plan for future academic success to Graduate Enrollment Services. The Graduate Program Director/Coordinator of the program in which the student is seeking readmission and the School of Graduate Studies will evaluate the remediation plan to decide on reinstatement. All information should be submitted by the admission deadline for the semester in which the student seeks to resume coursework.

Students who are reinstated will be on Academic Probation, will be restricted to six (6) credit hours, and must continue to maintain a minimum term GPA of 3.0 until they achieve Good Academic Standing. For those reinstated, in consultation with their Graduate Program Director/Coordinator, the Dean of the School of Graduate Studies may impose additional restrictions such as, students may be required to enroll in specific courses, and/or participate in structured academic support programs.

Graduate students who are on *Academic Suspension* who seek to apply to a different program must first regain Good Academic Standing (i.e., by retaking and replacing unsatisfactory grades in prior courses)

before submitting a new Graduate Admissions Application to Graduate Enrollment Services.

Academic Dismissal

Graduate students will be dismissed from graduate study at Clayton State University when they have been suspended previously and in any subsequent term, their term and institutional GPAs are both below 3.0.

To seek readmission following academic dismissal, following a minimum of one full calendar year, a student must submit (1) a Readmission Appeal Form; and (2) a letter of appeal, to Graduate Enrollment Services. Applicants should include any supporting documentation they may have to support their appeal. Attach all documentation with your appeal letter.

Once students have submitted all required documentation, the appeal packet will be submitted to the School of Graduate Studies. All the information provided as well as the academic history from graduate education at Clayton State University and any other graduate programs the applicant has attended will be examined. If the applicant is currently enrolled at another school, they must submit a transcript delineating their academic performance at that institution before a decision can be determined. The decision on readmission will be communicated to the applicant via email, and is considered final.

Students who are readmitted will be on Academic Probation, will be restricted to six (6) credit hours, and must continue to maintain a minimum term GPA of 3.0 until they achieve Good Academic Standing. For those readmitted, in consultation with their Graduate Program Director/Coordinator, the Dean of the School of Graduate Studies may impose additional restrictions such as, students may be required to enroll in specific courses, and/or participate in structured academic support programs.

Program Specific Progression and Dismissal Policies

Individual graduate programs may have additional academic progression and dismissal policies. Check the graduate program handbook for your program at: <https://www.clayton.edu/graduate/current-students/academic-policies/>.