

# ACADEMIC PROBATION AND SUSPENSION

## Policy

In this policy, the word “student” means an undergraduate student. The term “academic year” means any period of 12 consecutive months embracing two regular semesters, a summer term, and a January term. The “cumulative G.P.A.” refers only to credits taken at Drake University. The provisions of Drake University’s probation and suspension policy are grounded in the philosophy that any student enrolled at the University should:

1. maintain a level of grade performance that demonstrates that he/she can reasonably expect to attain the 2.00 cumulative grade point average (G.P.A.) necessary for graduation;
2. progress at a rate that permits graduation within five years of full-time enrollment or within six years for pharmacy undergraduates.

## Procedure

The academic records of students subject to probation and suspension are reviewed immediately after final grades are recorded. Between the fall and spring semesters, when time is of the essence, assistant/associate deans may gather information before grades are processed by the Office of the Registrar and begin a preliminary review.

Suspension decisions are made by the associate/assistant dean of each college and school. Before the final decision is made, input from various sources, including the student, adviser, professors and other relevant sources may be obtained. Students are suspended from the college/school and the university.

It is the university’s practice to email suspension letters within five working days after grades are due from faculty. Suspended students are received notification of their suspension via their official Drake University email address. A link to the probation and suspension rules is included in the email.

## Probation

1. A student shall be placed on University probation if, at the end of any fall or spring semester, he/she:
  - a. has a cumulative grade point average (G.P.A.) less than 2.00 after enrolling as a full-time student at the beginning of the semester; or
  - b. in the first year of full-time enrollment fails to complete 20 credit hours of coursework, or in a subsequent year of full-time enrollment fails to complete 26 credit hours of coursework;
  - c. has a cumulative G.P.A. less than 2.00 after attempting a total of 10 hours or more as a part-time student. Individual colleges and schools of the University may establish additional requirements for maintaining “good standing.” Such requirements, when they exist, are outlined in the relevant college/school sections of the catalog.
2. A full-time student shall be continued on probation for one additional semester if he/she:
  - a. has a cumulative G.P.A. less than 2.00 but at or above 1.50 after one semester on probation, and/or
  - b. has failed to meet, but is making satisfactory progress toward, the credit hour requirements specified in Section 1b.

3. A student shall be removed from probation if he/she:
  - a. has a cumulative G.P.A. of 2.00, and
  - b. is a full-time student and has met the credit hour progress requirement specified in Section 1b.
4. Any person who is currently paying tuition for a student may receive notification when that student is placed on probation and may receive copies of all successive communications related to the academic standing of the student until such time as probationary status is removed.

## Suspension

A student shall be suspended from the University for at least one academic year if he/she:

1. is a full-time student and has a cumulative grade point average (G.P.A.) less than 1.00 after the first semester at the University, or
2. is a full-time student and has a cumulative G.P.A. less than 1.50 after one semester on probation, or
3. is a full-time student and has a cumulative G.P.A. less than 2.00 after two consecutive semesters on probation;
4. is a full-time student and, after one academic year on probation, has failed to meet, or after one semester on probation has failed to make satisfactory progress toward, the credit hour progress requirement specified in Probation Section 1b;
5. is a part-time student and has a cumulative G.P.A. less than 2.00 after attempting an additional 10 credit hours after being placed on academic probation.

## Readmission

1. A student who has been suspended from the University may petition for readmission during the last regular semester of the specified term of suspension to the dean of his/her college or school. The student may not enroll at the University for at least one year from the time of initial suspension or until the term of suspension has expired.
2. A student readmitted after suspension remains on probation until he/she has met the requirements for removal from probation as specified in Probation Section 3 of this policy statement. The student shall be suspended from the University again for at least one academic year if he/she has not met the requirements specified in Probation Section 3 after one year of re-enrollment.

## Appeals

1. A student may appeal the suspension decision to his/her associate/assistant dean; then to the dean of the appropriate college or school; and finally to the provost of the University. The appeal must be in writing with supporting documentation attached. A personal interview may be granted as well.
2. A student who successfully appeals may be granted the privilege of re-enrollment subject to terms and conditions specified and agreed upon by the student and associate/assistant dean.
3. These statements reflect the policy and practice in each of the undergraduate colleges and schools. A student who may be subject to probation or suspension should contact the appropriate associate/assistant dean for additional information.

## **Probation and Intercollegiate and Major Leadership Activities**

Any student must have a cumulative grade point average (G.P.A.) of 2.00 or better in order to represent the University in intercollegiate or major leadership activities. Consequently, a student on academic probation may not represent the University in such activities. This includes but is not limited to intercollegiate athletics and mock trial competition, non-credit fine arts performances, elected student government positions, residence life positions and student ambassador or peer mentor positions.

Once a student is removed from academic probation, he/she may again represent the University in intercollegiate and major leadership activities. Student organizations within the University are encouraged to adopt a similar policy for persons in or aspiring to leadership positions in such organizations.

Any student who is on probation or is having academic difficulties that might lead to probation is encouraged to contact the associate or assistant dean of his/her college and/or the Associate Provost for Academic Excellence and Student Success, who will assist the student in obtaining additional academic support services.