



**I. Policy Title:**  
Academic Standing Policy (Modification)

**II. Policy Statement:**  
Academic Standing Policy defines the minimum requirements for continued enrollment at Alabama State University (ASU) to support successful student progress, minimize time-to-degree, and assist the evaluation of satisfactory academic progress towards the granting of an undergraduate degree.

**III. Scope of the Policy:**  
The modified Academic Standing Policy is to ensure that students are successfully meeting requirements to degree completion. This policy applies to undergraduate students at the university. No entering freshman or transfer student will be placed on probation at the end of the first semester. Entering freshman and transfer students will be evaluated after the second semester/term.

Academic Standing is assigned by earning a term GPA and cumulative GPA that meets the minimum standard based on the ASU standards.

**ACADEMIC STANDING STANDARDS BY CLASSIFICATION**

<b>Classification</b>	<b>ASU Minimum GPA</b>	<b>Financial aid Suspended (SAP)</b>
<b>Undergraduate Degree Cumulative graded Hours*</b>		
0-31 credit hours	1.50 or greater	1.59-Below
32-62 credit hours	1.80 or greater	1.79-Below
63-120 credit hours	2.00 or greater	1.99-Below
<b>MAXIMUM Time Frame (MTF)</b> 180 credit hours	2.00 or greater	1.99-Below

**IV. Effective Date:**  
This policy is effective upon official approval by the ASU Board of Trustees.

**V. Target Audience:**  
All ASU undergraduate students are expected to adhere to this policy. The Office of Records and Registration is charged with the enforcement of the policy as approved.

## VI. Designated Responsibilities and Applicability of Academic Standing Policy:

The Provost/Vice President of Academic Affairs, Financial Aid Director, Provost, Associate Provost, Assistant Provost, Deans, Associate Deans, Department Chairs, Faculty, Academic Advisors, Faculty Advisors, and the University Registrar have a fundamental responsibility to:

- Have a general knowledge of the Academic Standing policy;
- The Office of Records and Registration is responsible for the management and distribution of the policy to all faculty, students, and staff.

## VII. Policy Management:

Responsible Office(s): University Registrar

Responsible Executive: Provost and Vice President of Academic Affairs

## VIII. Definitions:

1. **Academic Dismissal**- An undergraduate student who has *returned from suspension but fails to meet minimum GPA requirement for the returning semester* will be Academically Dismissed from the University.
2. **Academic Suspension** – Students are ineligible for enrollment for a semester if academic standing *guidelines are not met after a probationary semester*.
3. **Appeal** – A process by which a student who is not meeting good academic standing standards petitions the school for reconsideration of his eligibility for enrollment.
- a. **Good Academic Standing**- A full-time student who maintains a cumulative grade point average of **2.0** is in good academic standing. *A student who meets the minimum GPA in accordance with Academic Standing Guidelines and is eligible for continuous enrollment*. The University uses the cumulative GPA, rather than the adjusted GPA, to determine academic status (probation/suspension).
4. **Probation** – A period in which an undergraduate student who has been identified as not meeting the minimum term or cumulative GPA requirements.
5. **Satisfactory Academic Progress (SAP)** – Maintaining the required cumulative GPA and completion of courses at a rate that meets the standards defined in the ASU SAP policy for financial aid.

## IX. Procedures:

Procedures are established and executed by the Office of Records and Registration.

### 1. CLEARING PROBATION

A student may clear probation by elevating the ASU cumulative grade point average to a level equal to or greater than those identified above for the applicable class level. Credits and grades earned at another institution may not be used to clear probation. Students who are placed on academic probation will be referred to the Academic Center for Educational Success (A.C.E.S.) and assigned to an ACES advisor. Additionally, probationary students will have a Retention/ACES hold on their HornetsWeb account and must adhere to prescribed services as determined by their ACES advisor. Students who fail to meet all of the above-mentioned conditions will not be considered for continued enrollment. Students with academic deficiencies are encouraged to enroll in the summer term.

## 2. **ACADEMIC SUSPENSION**

A student (including a freshman) will be suspended for a regular semester if his or her cumulative grade point average at the end of a term places him or her on probation and that probationary status is not cleared at the end of the next term enrolled. A student will not be suspended at the end of a term in which he or she completes a full-time course load and earns a 2.0 (C) term grade point average, but will be continued on probation unless his or her probationary status has been cleared. Upon return from a suspension, academic status will be determined by the aforementioned probationary standards. (The reinstatement procedures are outlined below.) No credit earned at another institution by a student on suspension from ASU will be used in clearing a suspension or in meeting requirements for an Alabama State University degree.

## 3. **APPEAL OF ACADEMIC SUSPENSION**

Students have the right to appeal the Academic Dismissal when he/she has been placed on Academic Suspension in accordance with the procedures outlined below:

- The student may submit a letter explaining the circumstances that lead to the Academic Suspension, provide official documentation to support the hardship (e.g. death of an immediate family member, illness or medical emergency).
- The student must provide a plan to successfully complete requirements for their degree.
- The appeal must be submitted to the Office of Records and Registration and the Academic Standing Committee. The Academic Standing Committee is comprised of chairs from various colleges.

The committee notifies the Office of Records and Registration of the decision, and students are notified via the official Alabama State University email address. The student will be allowed to attend an additional semester (extended probation) and must earn a GPA of 2.0 for the term. If the appeal is denied, he/she will be placed on academic suspension for one semester (not to include the summer).

***\*\*A separate appeal must be submitted for (SAP) Financial Aid.***

## 4. **ACADEMIC DISMISSAL**

A student who has returned from suspension but fails to meet the required minimum GPA for the returning semester will be subject to academic dismissal. Academic dismissal does not imply future reinstatement; nor does academic dismissal mean that a person is forever barred from attending Alabama State University. Students may apply for reinstatement after remaining out of Alabama State University for a minimum of two regular semesters. Dismissed students are not eligible to apply for readmission for summer terms, until he or she has remained out of Alabama State University for two regular terms. The Office of Records and Registration will notify student of dismissal via official university email.

**Document History**

*Approved by BOT:*