Proposed Policy Number and Title: 521 - Undergraduate Academic Standards

Existing Policy Number and Title: 521 Academic Standards, Renewal and Distinction

<table>
<thead>
<tr>
<th>Approval Process*</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Regular</td>
</tr>
<tr>
<td>□ New</td>
</tr>
<tr>
<td>□ X Revision</td>
</tr>
<tr>
<td>□ Deletion</td>
</tr>
<tr>
<td>□ New, Revision</td>
</tr>
<tr>
<td>□ New, Revision</td>
</tr>
<tr>
<td>□ New, Suspension</td>
</tr>
</tbody>
</table>

Anticipated Expiration Date:

*See UVU Policy #101 Policy Governing Policies for process details.

<table>
<thead>
<tr>
<th>Draft Number and Date:</th>
<th>Stage 4, Board of Trustees Review, 5/19/2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>President’s Council Sponsor:</td>
<td>Cory Duckworth, Ext. 8335</td>
</tr>
<tr>
<td>Policy Steward:</td>
<td>Jan Klingman, Ext. 7196</td>
</tr>
</tbody>
</table>

POLICY APPROVAL PROCESS DATES

<table>
<thead>
<tr>
<th>Policy Drafting and Revision</th>
</tr>
</thead>
<tbody>
<tr>
<td>Entrance Date: 04/14/2008</td>
</tr>
</tbody>
</table>

University Entities Review

| Entrance Date: 05/27/2010 |

University Community Review

| Entrance Date: 04/07/2011 |
| Open Feedback: 04/07/2011 |
| Close Feedback: 05/07/2011 |

Board of Trustees Review

| Entrance Date: 05/19/2011 |
| Approval Date: MM/DD/YYYY |

POST APPROVAL PROCESS

Verify:

| □ Policy Number |
| □ Section |
| □ Title |
| □ BOT approval |
| □ Approval date |
| □ Effective date |
| □ Proper format of Policy Manual posting |
| □ TOPS Pipeline and Archives update |

Policy Office personnel who verified and posted this policy to the University Policy Manual

Name: _______________________

Date posted and verified: MM/DD/YYYY
1.0 PURPOSE

1.1 The purpose of this policy is to establish the general minimum academic standards for undergraduate students attending Utah Valley University and the procedures available to address deficiencies. These policies and procedures are designed to assist students in achieving academic success through all periods of enrollment.

2.0 REFERENCES

3.0 DEFINITIONS

3.1 Academic Standards Committee: A faculty senate committee chaired by a faculty senator with one representative from each academic college/school.

3.2 Academic standing: A student’s academic standing is based on his/her earned GPA and determines the student’s eligibility to continue academic studies and/or graduate from the University. Academic standing relates only to academic performance.

3.3 Academic success probation workshop: An in-depth workshop designed to 1) explain the University’s Academic Standards policy, and 2) discuss the resources available to help the student overcome challenges and succeed academically.

3.4 Academic success warning workshop: A basic workshop designed to 1) explain the University’s Academic Standards policy, and 2) discuss the resources available to help the student overcome challenges and succeed academically.

3.5 Academic Support Committee: A university committee comprised of the Director of Academic Standards, employees of the Academic Standards office, and representatives from Accessibility Services, Multi-Cultural Center, and Student Health Services.

3.6 In-progress Grade Report: The University’s official form to track a student’s academic grades and progress.
3.7 Petition for Academic Dismissal Review: The University’s official form for initiating the academic dismissal review process.

3.8 Petition for Academic Suspension Review: The University’s official form for initiating the academic suspension review process.

3.9 Registration hold: A hold placed on a student’s record that prevents registration until the academic issue is resolved with the appropriate department or advisor.

3.10 Academic success plan: Specific steps and interventions determined collaboratively by the student, the appropriate academic school/college, the student’s academic advisor, and/or an academic standards counselor that will assist in the student’s academic progress and standing.

4.0 POLICY

4.1 Academic standing is determined by the grades a student earns at UVU. A student with his/her most recent semester grade point average (GPA) and cumulative GPA of 2.0 or higher on a 4.0 scale is in good academic standing. When a full- or part-time undergraduate student fails to maintain a semester or cumulative GPA of 2.0 on a 4.0 scale, the student shall be notified of progressive academic intervention actions.

4.2 This policy does not include nor preclude additional program requirements that may be mandated by specific departmental majors.

5.0 PROCEDURES

5.1 Academic intervention shall be applied progressively in the order described below.

5.2 Alert Status

5.2.1 When a student is not making adequate progress towards course completion and the instructor is unable to resolve the issue with the student, the student may be placed on alert status. A registration hold may be placed on the student’s record. The student must then meet with his/her academic advisor for guidance before the registration hold will be removed.

5.3 Academic Warning

5.3.1 When the semester GPA falls below 2.0 and the cumulative GPA is 2.0 or above, the student shall be placed on academic warning regardless of alert status. A registration hold shall be placed on the student’s record. The student must complete an academic success warning workshop and meet with his/her academic advisor before the registration hold will be removed.

5.4 Academic Probation

Printed On:
June 7, 2011
5.4.1 When the semester and cumulative GPA both fall below 2.0, the student will be placed on academic probation. A registration hold shall be placed on the student’s record. The student must complete an academic success probation workshop, develop an academic success plan, and meet with his/her academic advisor before the registration hold will be removed.

5.5 Continued Academic Probation

5.5.1 If the student on academic probation fails to raise the cumulative GPA to a 2.0 or above in the subsequent semester, the student will be placed on continued academic probation. A registration hold shall be placed on the student’s record and the student must prepare an academic success plan with his/her academic advisor as well as the academic standards counselor before the registration hold will be removed. The student may also be required to attend another academic success probation workshop and/or enroll in a college success class.

5.6 Academic Suspension

5.6.1 When on continued academic probation, a student receiving a semester and cumulative GPA below 2.0 in a subsequent semester shall be placed on academic suspension. The student shall be immediately dropped from enrollment in all current semester classes and a registration hold shall be placed on the student’s record. The student shall be suspended for a minimum of one full semester. During this time the student is expected to resolve all academic problems that led to the academic suspension.

5.6.2 To re-enroll at the University, a student must submit a Petition for Academic Suspension Review to the Academic Support Committee. This committee will make suggestions for specific customized interventions to be approved by the Academic Standards Committee. A decision shall then be rendered as to whether, and under what conditions, the student may continue to study at the University. The student must complete the requirements set forth by the Academic Standards Committee before the registration hold will be removed.

5.7 Academic Probation Returning from Academic Suspension

5.7.1 When the academic suspension petition is granted, the student is allowed to resume his/her academic studies under probation returning from suspension. This status allows the student to register for classes under the guidance of the Academic Standards Office, in conjunction with his/her academic advisor. As long as the student acquires a semester GPA of 2.0 or above in all subsequent semesters and abides by the conditions outlined by the Academic Standards Committee, the student may continue to enroll in classes. The student will remain on academic probation returning from academic suspension until the cumulative GPA is at or above 2.0.

5.8 Academic Dismissal

Printed On:
June 7, 2011
5.8.1 When failing to comply with the conditions set forth by the Academic Standards Committee while on academic probation returning from academic suspension, the student shall be dismissed from the University and immediately dropped from enrollment in all classes. A registration hold shall be placed on the student’s record.

5.8.2 The student may not re-enroll at the University or submit a Petition for Academic Dismissal Review for a minimum of one full calendar year from the date of academic dismissal. During this calendar year, the student may also be required to attend another institution and complete 18 credits with at least a 2.5 GPA. Upon review by both the Academic Support Committee and the Academic Standards Committee, a decision will be rendered as to whether or not, and under what conditions, the student may re-enroll at the University.

5.8.3 Any student who returns to the University after being dismissed will be placed on academic probation returning from academic dismissal and will be required to follow the academic plan outlined by the Academic Standards Committee.

5.9 Academic Probation Returning from Academic Dismissal

5.9.1 When the Petition for Academic Dismissal Review is granted by the Academic Standards Committee, the student is allowed to continue his/her academic studies on academic probation returning from academic dismissal. The student is allowed to register for classes under the guidance of the Academic Standards Office, in conjunction with his/her academic advisor. As long as the student acquires a semester GPA of 2.0 or above in all subsequent semesters and abides by the conditions outlined by the Academic Standards Committee, the student may continue to enroll in classes. The student will remain on probation returning from dismissal until the cumulative GPA is at or above 2.0.

5.9.2 When a student is unsuccessful at this level and does not have the ability to benefit from continuing with his or her education at the University, academic counseling will be provided by the Academic Standards Office to explore alternative pathways to success.

5.10 Appeals

5.10.1 When the student’s Petition for Academic Suspension Review or Petition for Academic Dismissal Review is denied by the Academic Standards Committee, the student may present an appeal to a hearing panel that consists of the Academic Standards Committee and a representative appointed by the President of the Utah Valley University Student Association (UVUSA). After review of the petition, the hearing panel will determine if the student’s appeal is granted or denied. If the appeal is granted, the hearing panel shall determine the conditions for re-enrollment at the University.

5.10.2 If the student is unsatisfied with the hearing panel’s decision, the student has the right to appeal in writing to the Vice President of Academic Affairs.

POLICY HISTORY

<table>
<thead>
<tr>
<th>Date of Last Action</th>
<th>Action Taken</th>
<th>Authorizing Entity</th>
</tr>
</thead>
</table>

Printed On:
June 7, 2011
Academic Standards, Renewal, and Distinction

The mission of the Academic Standards Office at Utah Valley State College (UVSC) is to help students succeed academically. Students are considered to be succeeding academically if they continue in good standing (defined as earning a GPA of at least a 2.0 on a 4.0 scale), graduate, or leave UVSC in good standing. To this end, the following policies have been established:

**ACADEMIC WARNING**

1. A student with a current GPA below 2.0 will be on academic warning and will be required to attend a short workshop before the hold will be removed from his/her student record.

**ACADEMIC PROBATION**

1. A student with a cumulative GPA below the 2.0 minimum will be on academic probation.
2. A student will be removed from academic probation when their cumulative GPA and current GPA are 2.0 or above.

**SUSPENSION**

1. A student who fails to achieve both a current and cumulative GPA of at least 2.0 after two semesters of probation will be suspended from UVSC.
2. A student who has been suspended must petition the Academic Standards Committee in order to register for a subsequent semester.
3. If a student's petition is granted, the conditions and length of probation will be determined by the Academic Standards Committee. When the student has completed the terms of probation and his/her grades are consistently above a 2.0 for at least two semesters, the student will be returned to good standing at UVSC.

**DISMISSAL**

When a student fails to comply with the terms of probation as determined by the academic Standards Committee the student will be dismissed from UVSC. Such a student has exhausted his/her opportunity to study at UVSC in a degree-seeking program until he/she avails himself/herself of the appeals process.
RE-ADMISSION
Any student with a cumulative GPA below 2.0 who withdraws from UVSC must petition the Academic Standards Committee in order to be readmitted. Students who withdraw from UVSC with a final semester GPA of less than 2.0 but have a cumulative GPA higher than a 2.0 will be readmitted on probation and must meet with their advisor to establish and academic plan.

APPEALS FROM SUSPENSION OR DISMISSAL STATUS
A student subject to suspension or dismissal may petition the Academic Standards Committee for an exception to the Academic Standards Policy. To do so, he/she must submit a written appeal to the Standards Coordinator. In this petition, the student may request that he/she be granted a hearing before the Academic Standards Committee. The petition should set forth the extenuating circumstances that would warrant the granting of a waiver of the student's suspension, or dismissal status. Evidence should be presented which would indicate that the student has carefully considered and re-assessed educational objectives and has eliminated those factors which led to suspension, or dismissal status.

If a student is dissatisfied with the decision of the Academic Standards Committee, the student has the right to present a written appeal to the Vice President for Student Services, within two weeks following notification of the committee's decision. Following a review of the appeal, the Vice President for Student services will make the final decision.

ACADEMIC RENEWAL
To facilitate graduation and future academic pursuits for students who have had a period of study that does not reflect their academic potential, UVSC will allow a student, once during his/her enrollment at the college, to petition the Registrar for academic renewal which will remove some previous academic work for computation of GPA or from credit toward graduation. To be eligible, the following conditions must be met:

1. The student must be currently enrolled at UVSC.
2. At the time the petition is filed, a minimum of two years must have elapsed since the most recent course work to be eliminated was completed.
3. Before the petition may be filed, the student must have completed at least 30 semester hours of UVSC course work within a minimum cumulative GPA of 2.50. This course work must have been completed following the course work to be eliminated. The student may have a maximum of two semesters/terms of academic course work disregarded in all calculations regarding the computation of total credits and cumulative GPA. The petition to be filed by the student will specify up to two semesters/terms to be disregarded.
4. If the petition qualifies under this policy, the student’s permanent academic record will be suitably annotated to indicate that no work taken during the disregarded semester(s) and/or term(s), even if satisfactory, may apply toward the computation of credits, GPA, academic standing, and/or graduation requirements. However, all work will remain on the
records, ensuring a true and accurate academic history. The words "Academic Renewal" and the affected semester(s)/term(s) will be annotated on the student's transcript.

5. This policy will not be used for individual courses, or for students already holding associate or baccalaureate degrees. Since this is already a policy of exception, no exceptions will be made to the aforesaid conditions. Students should be aware that this policy MAY NOT BE ACCEPTED at transfer institutions. Academic renewal may be requested only once during a student’s academic career at UVSC.

ACADEMIC DISTINCTION

The Dean's list recognizes those who have demonstrated outstanding academic performance during a term or semester. To be eligible:

1. The student must complete 12 semester hours or more in any semester and a commensurate number of hours in any term.
2. The student must earn a semester GPA of 3.6 or above.

GRADUATION WITH HONORS

Honors at graduation are available to students who meet the following minimum cumulative grade point averages: (Honors designations are computed on hours completed; 20 hours minimum for Associate degrees; 30 hours minimum for Bachelor degrees.)

TWO-YEAR DEGREES

Associate of Science
Associate of Arts
Honors GPA 3.60
High Honors GPA 3.80
UVSC Honors Program GPA 3.50
(Other criteria required by Honors Department.)
PHI THETA KAPPA Club GPA 3.50
(Other criteria required by Club.)

BACHELOR DEGREES

Cum Laude GPA 3.60
Magna Cum Laude GPA 3.80
Summa Cum Laude GPA 3.90

VALEDICTORIANS

Each of the Schools of the College will select a valedictorian. Schools with bachelor degrees will select a valedictorian for both associate degree graduates and one for bachelor degree graduates. Associate of Science Option 2 graduates (vocational emphasis) will be considered as vocational students within the School in which their department is located. Approved guidelines will provide the framework for the process of selecting valedictorians.