



University of Western States establishes standards for satisfactory academic standing and notifies students who fail to achieve or maintain such standing.

### Definitions

#### **Satisfactory Academic Standing**

Satisfactory academic standing denotes that a student is eligible to continue in or return to the university.

#### **First Term Minimum GPA Requirements**

Students in their first academic term are required to meet the first term minimum GPA requirement for their academic program as indicated below. Students who do not meet the first term minimum GPA requirements for their academic program are subject to academic sanctions.

<b>Academic Program</b>	<b>First Term Minimum GPA Requirement</b>
Doctor of chiropractic and undergraduate	1.5
All other graduate programs	2.0

#### **Minimum Cumulative GPA Requirements**

Students are required to maintain minimum cumulative grade point averages throughout their academic program as indicated below. Students who do not meet the minimum cumulative GPA requirement for their academic program are subject to academic sanctions.

<b>Academic Program</b>	<b>Minimum Cumulative GPA Requirement</b>
Doctor of chiropractic and undergraduate	2.0
Master of science in sports medicine	2.75
All other graduate degree or certificate programs	3.0

#### **Unsatisfactory Grades**

Students are required to achieve satisfactory grades in each course in order to receive credit. Unsatisfactory grades for each academic program are listed below. Students who receive unsatisfactory grades are subject to academic sanctions.

<b>Academic Program</b>	<b>Unsatisfactory Grades</b>
Doctor of chiropractic and undergraduate	D, F, NP, UF, WF
Master of science in sports medicine	D, F, NP, UF, WF

#### **Policy 1218 Academic Standing**

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Master of science or graduate certificate in human nutrition and functional medicine	D, F, NP, UF, WF
All other graduate programs	C, D, F, NP, UF, WF

Unsatisfactory grades do not apply toward a degree, but are used to calculate GPA. A student who receives an unsatisfactory grade must repeat the course and receive a satisfactory grade in order to receive credit. When a student repeats a course, the original and repeated course grades are recorded on the student transcript. The highest grade is used to calculate the cumulative GPA.

**Note:** While C grades are satisfactory grades in the master of science in sports medicine and the master of science or graduate certificate in human nutrition and functional medicine programs, students in these programs are required to maintain the minimum cumulative GPA requirements for their program.

### **Maximum Enrollment Time**

Students are expected to complete their program requirements within the established maximum enrollment time for their academic program. Students who do not complete their program requirements within the maximum enrollment time are subject to academic sanctions.

<b>Academic Program</b>	<b>Maximum Enrollment Time</b>
Doctor of chiropractic degree	Within six (6) years of starting the program
All other doctoral degrees	Within ten (10) years of starting the program
Master's degrees	Within five (5) years of starting the program
Graduate certificates	Within three (3) years of starting the program

**Note:** Federal regulations require all students receiving federal student aid to make satisfactory academic progress (SAP) toward a degree or certificate in order to retain eligibility for financial aid. See [Policy 3804 Satisfactory Academic Progress for Financial Aid Eligibility](#).

### **Academic Sanctions**

#### **Letter of Concern**

A "Letter of Concern" responds to academic progress that does not meet the program's expectations and provides a reference for available academic support resources.

The dean issues a "Letter of Concern" when a student:

- Earns an unsatisfactory grade in a required course while maintaining the minimum cumulative GPA requirement for their academic program;

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- Earns a C grade in the human nutrition and functional medicine or the sports medicine program while maintaining the minimum cumulative GPA requirement for their academic program; or
- Earns a second remedial grade (R) in a required course. The two R grades do not need to be sequential or for the same course. R grades are available only for lab courses in the doctor of chiropractic program.

### **Academic Performance Contract**

The dean develops an “academic performance contract” to prescribe conditions for continued enrollment. Conditions comply with this policy and may include, but are not limited to, remediation, change in term course load, or other provision at the discretion of the dean.

Students are placed on an academic performance contract if they:

- Earn two unsatisfactory grades in a required course while maintaining the minimum cumulative GPA for their academic program. The two unsatisfactory grades do not need to be for the same course;
- Earn three remedial grades (R) in a required course. The three R grades do not need to be sequential or for the same course. R grades are available only for lab courses in the doctor of chiropractic program; or
- Are placed on academic probation.

At the discretion of the dean, students may be placed on an “academic performance contract” if they:

- Receive a “letter of concern;” or
- Are placed on academic warning.

For the purposes of receiving federal financial aid, the academic performance contract is referred to as an academic plan. Students may be required to submit their academic performance contract/academic plan to the financial aid office for continued eligibility. See [Policy 3804 Satisfactory Academic Progress for Financial Aid Eligibility](#).

### **Academic Warning**

Students are placed on academic warning if they fail to meet the minimum cumulative GPA requirement for their academic program.

Students are removed from academic warning if their cumulative GPA in the subsequent term of enrollment meets program requirements and they successfully meet the requirements of their academic performance contract, as applicable.

#### **Policy 1218 Academic Standing**

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## **Academic Probation**

Students are placed on academic probation if they:

- Fail to meet the minimum cumulative GPA requirement for their academic program for the second consecutive term;
- Earn an unsatisfactory grade in the same course for the second time; or
- Are placed on academic warning for the third time. The instances of academic warning need not be consecutive.

Students are removed from academic probation if their cumulative GPA in the subsequent term of enrollment meets program requirements and they successfully meet the requirements of their academic performance contract.

## **Academic Dismissal**

Students are academically dismissed if they:

- Fail to meet the first term minimum GPA requirement for their academic program;
- Fail to meet the minimum cumulative GPA requirement for their academic program for the third consecutive term;
- Earn an unsatisfactory grade in the same course for the third time;
- Fail to meet the terms of their academic performance contract;
- Fail to complete their program requirements within the established maximum enrollment time; or
- Are twice placed on academic probation. The two instances of academic probation need not be consecutive.

Students who are academically dismissed may apply for readmission in accordance with [Policy 2006 Readmission](#).

## **Repeat of Coursework**

Students who receive an unsatisfactory grade must repeat the course to receive credit. Repeating a course may result in unresolved schedule conflicts that lead to one or more additional terms of enrollment and postponement of graduation. The dean, in consultation with the registrar, may develop special schedules for students who are required to repeat coursework. A special schedule may be included as part of the academic performance contract.



## Appeal

### **Grade Appeal**

Students may appeal a course or assignment grade in accordance with [Policy 1211 Grade Appeal](#).

### **Academic Sanctions Appeal**

Students may appeal academic sanctions, including dismissal, in accordance with [Policy 9009 Student Grievance and Appeal](#).

**Related Policies:** [Policy 1207 Grading System](#)  
[Policy 1211 Grade Appeal](#)  
[Policy 1215 Drop Add](#)  
[Policy 1229 Registration for Courses that Conflict](#)  
[Policy 2006 Readmission](#)  
[Policy 3804 Satisfactory Academic Progress for Financial Aid Eligibility](#)  
[Policy 9009 Student Grievance and Appeal](#)

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