

ACADEMIC PROGRAMS catalog

ACADEMIC STANDING

ACADEMIC STANDING OF UNDERGRADUATE STUDENTS

Introduction

The statement on ACADEMIC STANDING OF UNDERGRADUATE STUDENTS (ASUS) was designed to create an early warning system to prevent students from getting too deeply into academic difficulty. The University requires a cumulative grade-point average (GPA) of 2.00 or above for graduation. The statement on ASUS establishes a system whereby at the end of any semester that a student's cumulative GPA falls below 2.00, the student is assigned to a warning status designated as probation.

Under the statement on ASUS, the term "probation" is the functional equivalent of an academic warning. Students placed on probation retain the right to participate in all University activities and retain all of the rights and privileges available to any student who is not currently subject to academic recess or dismissal.

In addition to the criteria contained in this statement on *Academic Standing of Undergraduate Students (ASUS)*, undergraduate students who wish to be considered for federal financial aid must be making satisfactory progress toward the bachelor's degree as defined in the *Financial Aid for Undergraduates* section of this publication.

Good Standing

A student is in good standing if the student is a new student, or the student's cumulative grade-point average is at least 2.00.

Probation

A student is on probation if during the most recent previous semester in attendance, the student had been in good standing, but at the end of that semester the cumulative grade-point average was below 2.00. Grades of I and ET are not considered in computing this grade-point average. The period of probation is one semester. (If in the special case that there are grade changes during that semester which result in the student's cumulative grade-point average increasing to at least a 2.00, the student is returned to good standing.) Students on probation may be required to see an academic adviser. If they do not, a hold may be placed on their registration. If at the end of that semester, the cumulative grade-point average is at least 2.00, the student is returned to good standing. If not, the student will be put on final probation or recessed.

Final Probation

A student is on final probation if during the most recent previous semester in attendance, the student was on probation and at the end of the semester the cumulative grade-point average was still below 2.00 and the semester grade-point average was at least 2.00. (Students with fewer than 30 credits earned at MSU must have a semester grade-point average of 1.5 or higher.) Grades of I and ET are not considered in computing the cumulative or semester grade-point average. The period of final probation is one semester. (If in the special case there are grade changes during

that semester, which result in the student's grade-point average increasing to at least a 2.00, the student is returned to good standing.)

Students on final probation may be required to see an academic adviser. If they do not, a hold may be placed on their registration. At the end of the semester on final probation, the cumulative grade-point average must be at least 2.00 or the student will be recessed. An exception to this can be made for students with 30 or fewer credits earned at MSU. If such a student has shown substantial progress during the semester and the evidence suggests that the student would attain good standing in one more semester, the student may be granted one additional semester on (extended) final probation at the discretion of the assistant dean of the student's college.

Warning for Repeats

At the discretion of the assistant dean of the student's college a student is normally put on warning for repeats after repeating between 10 and 14 credits. Students on warning for repeats may be required to see an academic adviser before enrolling for any subsequent semester. If they do not, a hold may be placed on their registration. At the end of the semester in which 21 or more credits have been repeated, the student is dismissed.

~~Warning for Lack of Satisfactory Progress Toward the Bachelor's Degree~~

~~The expected time frame for full-time undergraduate students to complete a bachelor's degree is 12 semesters except in extenuating circumstances. For each semester in which an undergraduate student enrolls for fewer than 12 credits, that semester will count toward the 12 semester limit as follows: 9-11 credits count as 3/4 of a semester; 6-8 credits count as 1/2 of a semester; fewer than 6 credits counts as 1/4 of a semester. Minimally, full-time enrolled students are expected to pass 18 credits during two consecutive semesters as a measure of normal progress toward the degree. If at the end of two consecutive semesters a full-time student has not completed a total of 18 credits with passing grades or pending grade markers, the student will be placed on warning for lack of satisfactory progress by the appropriate assistant dean. It is expected that part-time students will pass 75% of the credits taken over the past four semesters of enrollment. Students who fail to meet any of the above criteria must be given a written statement of the criteria they must satisfy to progress satisfactorily.~~

Warning for Lack of Satisfactory Progress in the Major

If at the end of a semester an upper division student is not making satisfactory progress toward the degree requirements stated in the catalog (e.g., a student is not taking courses in the student's major or the student's grade-point average in courses in the major is below the required major grade-point average), or the student's semester grade-point average is below 2.00, the student may be put on warning for lack of satisfactory progress in the major at the discretion of the assistant dean of the student's college. Such students must be given a written statement of the criteria they must satisfy to progress satisfactorily. Students on warning for lack of satisfactory progress in the major may be required to see an academic adviser before enrolling. If they do not, a hold may be placed on their registration. If a student has been on warning for lack of satisfactory progress and is not making satisfactory progress in any subsequent semester, the student will normally be recessed. However, if lack of satisfactory progress is due to poor grades in the major courses and the student is otherwise in good standing, the student would be

permitted (even encouraged) to remain at MSU if the student changed to a more appropriate major.

Recess

1. If in any semester a student receives all semester grades of 0.0 or I where numeric grades have been given and there are at least 6 credits of 0.0, the student will be recessed unless there are compelling reasons certified to the record by the assistant dean of the student's college. If recessed, the student must remain out of MSU for at least one full academic year.
2. If at the end of a semester during which the student was on probation the cumulative grade-point average is still below 2.00 and the semester grade-point average is below 2.00 (1.5 for students with less than 30 credits earned at MSU), the student will be recessed. The student must remain out of MSU for at least one full academic year.
3. If at the end of a semester during which the student was on final probation the cumulative grade-point average is not at least 2.00, the student will be recessed. The student must remain out of MSU for at least one full academic year.
4. If a student has previously been put on warning for lack of satisfactory progress in the major and at the end of any subsequent semester the student is not making satisfactory progress, the student will be recessed. ~~(with the possible exception as noted in the section on warning for lack of satisfactory progress.)~~ A student recessed for lack of satisfactory progress in the major must remain out of MSU for at least one full academic year. After a recessed student has been out of MSU for the prescribed period, the student may be readmitted to MSU at the discretion of the appropriate assistant dean. If readmitted, the student will be put on probation, final probation, or warning for lack of progress ~~in the major as appropriate~~, and the assistant dean may impose specific conditions in writing that must be met. A second recess is dismissal.

Dismissal

1. If a student has previously been recessed or dismissed, readmitted, and again meets one of the criteria 1-4 for recess or has failed to comply with the specific written conditions imposed at the time of readmission, the student will be dismissed.
2. At the end of a semester in which 21 or more credits have been repeated the student will be dismissed. Students who have been dismissed must remain out of school for at least two years. After that period, they may be readmitted only if a convincing case can be made to the assistant dean of the admitting college that circumstances have changed so that there is a reasonable probability of success. Students will be readmitted on probation, final probation, warning for repeats, or warning for lack of progress in the major as appropriate, and specific conditions in writing will be imposed.

READMISSION AFTER ACADEMIC RECESS OR DISMISSAL

After Academic Recess

The recessed student is normally allowed a second chance to demonstrate satisfactory academic performance. Therefore, he or she may apply for readmission to be effective at the conclusion of the specified period of recess. The student may be required to submit a report of activities during the period of recess. The report may be used as one kind of evidence regarding readiness to

return. If the student has attended another institution while on recess, he or she must submit an official transcript and have earned at least a 2.00 grade-point average (GPA), or its equivalent, to be considered for readmission.

After Academic Dismissal

Academic dismissal does not imply future readmission nor does it mean that the person is forever barred from enrollment at Michigan State University. After a period of at least two years, a student dismissed for academic reasons may apply for readmission. The applicant must be prepared to submit evidence of growth in maturity and responsibility indicative of capacity to perform university level work. Declarations of good intentions are not sufficient. Each application will be considered on its merits. If the student has attended another institution while on dismissal, he or she must submit an official transcript to be considered for readmission. For additional information, see *Readmission Procedure* in the *Undergraduate Education* section of this catalog.

The section below is not contiguous with the prior section in the *Academic Programs* catalog.

FINANCIAL AID for UNDERGRADUATES

A comprehensive and coordinated program of financial aid to assist qualified students who have limited funds and resources is available to Michigan State University undergraduates in the form of scholarships, educational grants, loans, and jobs.

Applications for financial aid are available on the Web at www.fafsa.ed.gov. Results of the application are sent electronically to the MSU Office of Financial Aid for processing.

When an application for financial assistance is made and the extent of the financial need is determined, the student is considered for any of the scholarships, grants, and loans for which he or she is eligible. The financial aid package is prepared to assist in meeting the financial need of the student. This package may include any combination of scholarship, grant, loan, or job. The Student Employment Office, 110 Student Services Building, www.csp.msu.edu/mtrak/index.htm, assists students in procuring jobs.

Most of the educational grants require that financial need be demonstrated. Many of the scholarships and grants are limited to Michigan residents.

Entering freshmen who are Michigan residents and are applying for scholarship aid are expected to participate in the State of Michigan competitive scholarship program, administered by the Michigan Higher Education Assistance Authority.

Students may obtain information about applying for aid by calling or visiting the Office of Financial Aid, 252 Student Services Building, (517/353-5940), by emailing finaid@msu.edu, or by viewing www.finaid.msu.edu

Federal Aid and Satisfactory Progress Toward the Bachelor's Degree

Federal aid regulations limit the amount of time federal financial aid recipients can work toward a baccalaureate degree and require measured progress toward that degree.

The maximum time frame for full-time undergraduate students to complete a bachelor's degree is 12 semesters, with some exceptions permitted for extenuating circumstances. For each semester in which an undergraduate student enrolls for fewer than 12 credits, that semester will count toward the 12 semester limit as follows: 9-11 credits count as 3/4 of a semester; 6-8 credits count as 1/2 of a semester; fewer than 6 credits counts as 1/4 of a semester. Semesters enrolled at another institution and semesters in which the student did not receive federal aid must be considered when determining satisfactory progress toward the bachelor's degree.

Minimally, students enrolled full-time are expected to complete 75% of the credits taken with passing grades or pending grade markers during the previous three semesters of enrollment. It is expected that part-time students will pass 75% of the credits taken over the past three semesters of enrollment.

Federal Financial Aid Warning and Denial

Students who fail to pass 75% of summer, fall and spring enrolled credits will be evaluated by the Office of Financial Aid for further federal aid eligibility and notified when that eligibility status changes. The notification will outline the appeal process for students with extenuating circumstances.

There are three kinds of federal-aid eligibility status:

- 1) Federal-aid regular status applies to students who complete 75% of enrolled credits and are within the 12 semester limit;
- 2) Federal-aid warning applies to students who have failed the 75% completion rule and/or who have exceeded the 12-semester limit, but were approved for an extension. Students are eligible for federal aid while in this status.
- 3) Federal-aid denial applies to students who have failed the 75% completion rule for two consecutive measurement periods and/or exceeded the 12-semester limit and were not approved for an extension.

A student who fails the 75% completion standard test for the first time will be placed on federal-aid warning for the next measurement period. A student already on federal-aid warning who fails the 75% completion standard for a second time will be placed on federal-aid denial. A student who is on federal-aid denial who passes 75% of fall and spring enrolled credits will be placed on federal-aid warning. A student who is on federal -aid warning who passes the 75% completion requirement will be restored to federal-aid regular status.

Students who are unable to complete a baccalaureate degree in 12 semesters of full- time enrollment (or the part-time enrollment equivalent) are ineligible for federal financial aid beginning with the 13th semester and are placed on federal-aid denial. A reminder about the 12-semester federal aid limit, as well as details regarding extension requests, will be sent to students in their 11th semester of enrollment. A student granted an extension would be placed on federal-aid warning.

MICHIGAN STATE
UNIVERSITY

January 21, 2002

To: Barbara C. Steidle, Assistant Provost for Undergraduate Education, Assessment, and Academic Services

Fr: Linda O. Stanford, Registrar

Re: **Proposed Changes for ASUS**

I write to request that the attached proposal for changes to the Academic Standing of Undergraduate Students (ASUS) policy be sent to the University Committee on Academic Policy. The Office of the Registrar and the Office of Financial Aid collaborated to develop this policy, which we believe will serve students better. The Undergraduate Assistant/Associate Deans group endorsed this proposal at its last meeting.

Thank you.



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REGISTRAR

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Attachments (2): proposed changes for ASUS; draft of *Academic Programs* catalog text

C: Richard Shipman, Director, Office of Financial Aid

Proposed Changes for ASUS

The current MSU ASUS policy combines program-specific academic standing calculations and monitoring with federal satisfactory academic progress regulations applicable to all federal aid recipients. At the most basic level, one could state the academic standing calculations as monitoring overall GPA, core course GPA, specific performance in seminal courses, and reasonable progress toward successful program completion. The federal components could be stated as requiring that federal aid recipients complete 75% of the courses they attempt and complete the baccalaureate within 150% of the standard time to earn a degree at MSU, or 12 semesters.

This proposal separates the federal financial aid components from the college academic standing components. The Office of Financial Aid would assume responsibility for monitoring and enforcing the satisfactory academic progress regulations for students who receive federal financial aid. College responsibility would be limited to occasionally providing supporting documentation for students who cannot self-document an exceptional circumstance when a determination of federal aid ineligibility is made.