

SYRACUSE UNIVERSITY

College of Arts & Sciences

Advising & Career Services

Academic Probation, Suspension
and Expulsion Rules and Policies

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Academic Warning

An undergraduate student whose **semester** Grade Point Average (GPA) falls below 2.00 will be placed on **Academic Warning**.

In the semester in which a student is on Academic Warning the student must earn a **semester** GPA of 2.00 or higher.* If the student DOES earn a **semester** GPA of 2.00 or higher the student will be removed from Academic Warning. If the student DOES NOT earn a **semester** GPA of 2.00 or higher, then the student will be placed on **Academic Probation**.

If the student's semester GPA falls below a 2.00 in any semester after the student has been removed from Academic Warning, the student will be placed on **Academic Probation**.

If the student's **cumulative** GPA falls below 1.60 at the end of any regular session semester (fall or spring) the student will be **suspended indefinitely**. In certain cases it may not be mathematically possible for a student's cumulative GPA to rise above a 1.60 following a semester on Academic Warning. For situations like this, the Associate Dean will review the academic record of each student and a decision on probation/suspension will be made according to the student's overall academic performance and progress toward degree completion while she or he has been a student at Syracuse University.

The Associate Dean of Advising & Career Services also reviews the academic record of all students on Academic Warning who meet the GPA requirement but earn less than 12 credits. The Associate Dean considers whether suspension is appropriate given the student's overall academic performance and progress toward degree completion while she or he has been a student at Syracuse University.

Academic Probation

An undergraduate student who has not met the requirements of Academic Warning will be placed on **Academic Probation**.

In the semester in which a student is on Academic Probation the student must earn a **semester** GPA of 2.00 or higher.* If the student DOES earn a **semester** GPA of 2.00 or higher the student will be removed from Academic Probation. If the student DOES NOT earn a **semester** GPA of 2.00 or higher, then the student will be placed on **Final Probation**.

If the student's **semester** GPA falls below 2.00 in any semester after the student has been removed from Academic Probation, the student will then be placed on **Final Probation**.

If the student's **cumulative** GPA falls below 1.60 at the end of any regular session semester (fall or spring) the student will be **suspended indefinitely**. In certain cases it may not be mathematically possible for a student's cumulative GPA to rise above a 1.60 following a semester on Academic Probation. For situations like this, the Associate Dean will review the academic record of each student and a decision on probation/suspension will be made according to the student's overall academic performance and progress toward degree completion while she or he has been a student at Syracuse University.

The Associate Dean of Advising & Career Services also reviews the academic record of all students on Academic Probation who meet the GPA requirement but earn less than 12 credits. The Associate Dean considers whether suspension is appropriate given the student's overall academic performance and progress toward degree completion while she or he has been a student at Syracuse University.

Final Probation

An undergraduate student who has not met the requirements of Academic Probation will be placed on **Final Probation**.

In the semester in which a student is on Final Probation the student must earn a **semester** GPA of 2.00 or higher.* If the student DOES earn a **semester** GPA of 2.00 or higher the student will be removed from Final Probation. If the student DOES NOT earn a **semester** GPA of 2.00 or higher the student will be **suspended indefinitely**.

If the student's **semester** GPA falls below 2.00 in any semester after the student has been removed from Final Probation the student will then be **suspended indefinitely**.

If the student's **cumulative** GPA falls below 1.60 at the end of any regular session semester (fall or spring) the student will be **suspended indefinitely**. In certain cases it may not be mathematically possible for a student's cumulative GPA to rise above a 1.60 following a semester on Final Probation. For situations like this, the Associate Dean will review the academic record of each student and a decision on probation/suspension will be made according to the student's overall academic performance and progress toward degree completion while she or he has been a student at Syracuse University.

The Associate Dean of Advising & Career Services also reviews the academic record of all students who are on Final Probation who meet the GPA requirement but earn less than 12 credits. The Associate Dean considers whether suspension is appropriate given the student's overall academic performance and progress toward degree completion while she or he has been a student at Syracuse University.

If the student's **semester** GPA falls below 2.00 in any semester after the student has been removed from Final Probation, the student will be **suspended indefinitely**.

***Please Note:** A semester GPA of 2.00 or higher must be earned by completing at least 12 letter-graded credits of coursework that count toward the student's degree. However, earning less than 12 credits is NOT grounds for **automatic** suspension if a student is on Academic Warning or Academic Probation.

Other Grounds for Suspension

The Associate Dean has the authority to suspend students, particularly in the early weeks of a semester, who are on academic warning, academic probation, or final probation and who have not attended any of their classes for at least two weeks without legitimate excuse or whose attendance has been so minimal as to be meaningless. The Associate Dean may suspend students only after making every effort to warn them of the consequences of their non-participation.

Expulsion

Students who are suspended a second time will be considered for expulsion by the Academic Committee. The committee deems whether expulsion is appropriate given the student's overall academic performance and progress toward degree completion, while she or he has been a student at Syracuse University.

Frequently Asked Questions

Can I be suspended if I meet the semester and cumulative GPA requirements, but earn less than 12 credits while on probationary status?

Yes. The Associate Dean of Advising & Career Services reviews the academic record of all students who are on probationary status and earn less than 12 credits. The Associate Dean considers whether suspension is appropriate given the student's overall academic performance and progress toward degree completion. Meeting the GPA requirement and earning less than 12 credits is NOT grounds for **automatic** suspension if a student is on Academic Warning or Academic Probation.

What happens if I was on Academic Warning for one semester, earned a semester GPA of 2.00 and cleared my probationary status, but in a later semester my GPA was less than a 2.00?

You will be placed on Academic Probation. The probationary process does not start over.

If I am on probationary status, does that mean I will graduate after a typical eight semesters of full-time study averaging 15 earned credits a semester?

Not necessarily. In order to graduate, students in the College of Arts and Sciences are required to have a cumulative GPA of 2.00 or higher. A GPA of 2.00 or higher is required for all Upper Division courses applied to majors and minors. If students have a few deficient semesters (i.e. GPA less than 2.00, earned credits fewer than 15) it will impact their progress toward degree completion.

If I am suspended, how can I come back to the College?

If you are suspended, you will be afforded the opportunity to appeal your suspension to the Academic Committee of the College of Arts and Sciences.

What will the Academic Committee consider when evaluating my appeal?

The Academic Committee will read a statement from you (your “Appeal letter”) on why you should be readmitted to the College. The committee will also review your SU transcript, and consult with Academics Counselors with whom you have met.

What should I include in my appeal letter?

Your appeal letter should be addressed to the Academic Committee and should include the following:

- The reasons for your academic problems before and during your probationary period. Be honest and forthright when describing what happened.
- Whether or not you met with an Academic Counselor while on probation. If you did not avail yourself of the support services available, please explain why not.
- Explain what you plan to do differently to become a successful student. Be realistic when explaining to the Committee why you believe your new strategies will work. Include specific behaviors that will help you recover from your poor academic performance. This may include whether and how your employment status will change, whether and how your living arrangements and environment will change, how you plan to improve your study skills and habits, or how your feelings about your education have changed since your suspension.
- If you have spent time away from the College explain what you did during your suspension and how these experiences have contributed to your interest in returning to the College.

While your appeal letter should be as long as necessary to convey your basic points, the Academic Committee appreciates brevity. Be as concise as possible.

To whom should I address my appeal letter and when is my appeal letter due?

The appeal letter should be addressed to the Academic Committee of the College of Arts and Sciences. The letter can be sent by email or regular mail to:

Shruti Viswanathan
Director of Academic Advising and Counseling
323 Hall of Languages
Syracuse University, Syracuse, NY 13244
Email: saviswan@syr.edu

The Academic Committee meets twice each year to review appeals. In January, the Committee meets on the Thursday **before** the first day of classes. In June, the Committee meets on the 3rd Thursday. All appeals for the January meeting **must** be submitted by 2 p.m. the day before the appeals meeting. All appeals for the June meeting **must** be submitted by 2 p.m. the Monday before the appeals meeting.

How will I know whether my appeal has been approved or denied?

You will be formally notified of the Academic Committee’s decision by email the day after the Committee meeting. **Please note that the decision of the Academic Committee is final.**

What happens if my appeal is granted?

If your appeal is granted you will be readmitted to the College and placed on your latest probationary category. For example, if you were suspended while on Academic Warning and were readmitted, you would be placed on Academic Probation. The Academic Committee encourages you to speak with an Academic Counselor about steps you can take to return to good academic standing. Your readmission is also contingent on approval by The Office of Student Assistance, who checks on the status of your non-academic holds.

What happens if my appeal is not granted?

If your appeal is NOT granted, then you remain on indefinite suspension and can appeal at another time. The Academic Committee encourages you to speak with an Academic Counselor about your current academic standing and future plans.

What should I do while I'm suspended from the College?

There are no specific requirements for readmission, however, it is important that you are prepared to be a successful student when you appeal your suspension and ask for readmission.

Typical suspensions last for one year, or two regular session semesters. Regular session semesters are the fall and spring semesters. Summer session and winter session are NOT regular session semesters. Students may ask that their status be reviewed by the Academic Committee after one regular session semester away from the College only if they complete at least 12 letter-graded credits of Arts and Sciences course work during a regular semester at an accredited institution and earn a B or better cumulative GPA.

Please note that you are required to submit an official transcript to the Academic Committee before your status can be reviewed.

Please keep in mind that if you choose to study at another university your cumulative grade point average here at Syracuse University will not be affected by the academic work you complete elsewhere. Credits may be eligible to transfer under certain conditions. We recommend that students consult with an Academic Counselor about their course selections, and submit a transfer credit petition to a Records Specialist in 323 Hall of Languages prior to enrolling in courses outside Syracuse University.

Can I attend Summer Session classes at Syracuse University if I am suspended?

No, you are not allowed to enroll in SU summer session courses while on suspension. You must be an active student on the first day of the summer term. However, if you are suspended at the conclusion of a spring semester and you are already registered for and attending classes for Summer Session I or a combined Session, this registration will not be affected. If your appeal is denied, you will not be permitted to attend Summer Session II. If you have already registered for the second session your registration will be cancelled. If you appeal your suspension and your suspension appeal is granted, your Summer Session II registration will not be affected.

What happens if I take a Leave of Absence (LOA) if I am on Academic Warning, Academic Probation, or Final Probation?

If you take a leave of absence **before** the withdrawal deadline the College has no basis for determining whether you met the minimum GPA requirement for being removed from probationary status. As such, no action can be taken. When you return, you will be placed on the same probationary status as before your leave of absence.

If you take a leave of absence **after** the withdraw deadline, then your record will be evaluated at the end of the semester and the appropriate action will be taken according to the rules and procedures outlined in this document.

What happens if I have been suspended from the College a second time?

If you are suspended from the College a second time you **must exercise your right to appeal** or you will be considered for EXPULSION (permanent exclusion from the College). If you have any questions about whether or not you should appeal, please call 315-443-3150 and talk with an Academic Counselor.

If the Academic Committee grants your appeal you will be able to return to the College in the following regular semester (fall or spring), or after a leave of absence. When you return to the College you will be placed on **final probation**.

If the Academic Committee denies your appeal, or if you have chosen not to appeal your second suspension, the committee will then, as a separate matter, decide whether or not you should be expelled (excluded permanently). If the Committee decides not to expel you, you will be on indefinite suspension. If the Academic Committee decides to expel you, you will not be permitted to attend or return to Syracuse University.

What do I do if I have questions about my probationary status, suspension, or appeal?

Advising & Career Services is happy to answer any questions about your academic status. Please call an Academic Counselor at 315-443-3150 or contact Shruti Viswanathan, Director of Academic Advising and Counseling, by email at casadvising@syr.edu.

Approved by the Academic Committee on January 26, 2009.