

Cumulative Grade Point Average and Course Failures

In order to be retained in the Graduate School, an admitted graduate student must maintain a cumulative grade point average of 3.00 in all 500-level coursework that applies toward the degree. The academic standing of all graduate students will be reviewed at the end of each session. A session is defined by the standard length of the course in the program.

A student who has attempted fewer than 12 credits and has a cumulative GPA below 3.00 will be placed on *academic probation* until **either** a) 12 graduate credits have been attempted or b) the cumulative GPA is raised to 3.00, whichever comes first. The student will be dismissed from the Graduate School if 12 credits have been attempted, and the session GPA is not 3.00 or higher.

A student who has attempted 12 credits and has a cumulative GPA below 3.00 will be placed on *academic probation* through the end of the next enrolled session. If at the end of the next enrolled session, the session GPA is not 3.00 or above, the student will be dismissed from the Graduate School.

A student with a failing grade (F) in a graduate class within their program of study will be placed on *academic probation* until the failed class is repeated and/or a new grade is assigned as long as the student maintains the required 3.00 session GPA. The course must be repeated the next semester it is offered. Exceptions to this schedule must be approved by the Program Director and the head of the Graduate School. If a failed grade is not changed by the end of two calendar years from the date the grade is assigned, the student will be dismissed from the Graduate School.

A student with a failing grade (F) in a graduate class within their program of study and a cumulative GPA of less than 3.00 will be placed on *academic probation* through the end of the next enrolled session. If the session GPA is not 3.00 or higher by the end of the next enrolled session, the student will be dismissed.

At no time will a graduate student be allowed to carry two failed courses on their transcript. A failed grade that has been repeated and earned a passing grade is not counted as a failing grade. A student with two failed courses on their transcript will be dismissed from the Graduate School immediately.

A notation of *Academic Probation* is recorded on a student's unofficial transcript only.

See specific academic programs for additional or more stringent retention requirements.

Repeating Courses

No courses with a grade less than a "C" may count toward a graduate degree requirement. If a student receives a grade of "C," that course may be repeated. Both enrollments will be recorded on the student's official transcript with the second final grade used in calculating the grade point average. Graduate courses may only be repeated once.

Time Requirement

The maximum limit for completion of a graduate degree program is seven years. This is calculated from the date the student first enrolls in course work that is required for the graduate degree. Should any of the course work (resident or transfer) exceed the time limit, the classes must be re-validated or repeated in order to be counted toward the degree. Up to nine semester hours of overage courses may be revalidated and counted towards an advanced degree. The program coordinator will assist in completion and submission of the Application for Revalidation of Courses.

Extensions beyond the seven-year limit may be granted in extreme instances. The reason for the extension must be presented in writing to the Graduate School. The student's graduate committee, department chairperson, and head of the Graduate School must approve the extension.