

College of Health and Human Services (CHHS)
Graduate Probation Policy

UNIVERSITY POLICY

“Standards of Work. Conferral of either a master’s or doctoral degree requires at least a B (3.0) GPA. The GPA in formal coursework is computed separately from the average in research, thesis, and dissertation credits to determine eligibility for graduation. A GPA of at least B (3.0) is required in each category. No grade below C (2.0) can be used to satisfy any degree or certificate requirement. Departments may establish more rigorous standards.

All graduate students are expected to maintain at least an overall B (3.0) GPA on a continuing basis. Should you achieve less than an overall B (3.0) GPA, the office of the dean of the college in which you are enrolled will solicit a written statement from your departmental graduate committee to justify your continuation in the program.” (Ohio University Graduate Catalog 2007-09)

COLLEGE GUIDELINES

The following GUIDELINES will be used by the Schools of *Nursing, Human and Consumer Sciences, Recreation and Sport Sciences, and Public Health Sciences and Professions* to determine whether academic probation is required for one or more quarters, or when you will no longer be permitted to enroll.

Conditional Admission: “[S]tudents admitted conditionally based on an academic deficiency must achieve unconditional admission status by satisfactorily completing a prescribed program to remove any academic deficiencies and attaining a 3.0 or better grade point average in the first 15 hours of graded graduate course credit”(Ohio University Graduate Catalog 2007-09). After achieving unconditional status, these probation GUIDELINES apply.

Students Transferring Into a CHHS Program:

- **Probation:** If you have transferred from another university or from another Ohio University graduate program, or you are completing a second or subsequent degree at Ohio University, your prior course work will be taken into consideration when determining whether you will be **admitted** to a CHHS graduate program, but your past academic achievements will **not** be used to determine **probationary status** in your new program of study.
- **Graduation:** All students must achieve a cum GPA of 3.0 prior to **graduation** that includes **all** graduate grades achieved while enrolled in **all** Ohio University graduate programs.

Minimum Credit Hours: To determine whether probation applies, the student must register for and complete a minimum of 15 hours in your CHHS graduate program of study (exclusive of English Language Improvement Program [ELIP] hours).

Criterion for Probation: Upon registering for and completing at least 15 hours, you will be placed on probation if the cum GPA in your CHHS program falls below 3.0, as reflected on your Official Grade Report. If your cum GPA falls below 3.0, you will be granted a one-time, one-quarter probation during the subsequent quarter. NOTE: If your Official Grade Report contains an Incomplete (I) or a Progress Report (PR), it is possible for your probationary status to change. If the change of an “I” or a “PR” to a letter grade causes your cum GPA

for the prior quarter to **fall below 3.0**, you will be placed on probation. Conversely, if the change of "I" or "PR" to a letter grade causes your cum GPA for the prior quarter to **meet or exceed 3.0**, you will be removed from probation.

GPA at the End of the Probationary Quarter:

- **GPA below 3.0:** If you receive a **quarter-GPA** of less than 3.0 at the completion of your probationary quarter, you will no longer be eligible for enrollment.
- **GPA 3.0 or better:** If your **quarter-GPA** is at least 3.0 at the completion of your probationary quarter, you may remain enrolled, and will be given *one additional quarter* to raise your **cum GPA** to at least 3.0. At the end of the additional quarter, if you raise your cum GPA to at least 3.0, you may remain enrolled; if your cum GPA stays below 3.0, you will no longer be eligible for enrollment.

Effect on Graduate Appointments or Scholarships: A cum GPA of 3.0 or better is a requirement for university funding. While on probation you are not eligible to receive any university funding (stipend or scholarship). Therefore, a new or continuing appointment as a GA/TA/RA depends on your achievement of a cum GPA of at least 3.0 GPA by the end of the probationary quarter. Failure to maintain a cum GPA of 3.0 could also affect federal financial aid eligibility.

Notification: The school director or graduate coordinator, of your school will notify you at (a) the beginning of probation period, (b) the end of probationary period, or (c) your dismissal from the program for failure to meet academic standards. In the latter case, a letter will be mailed to you at a local address on file in the school or with the university. Failure to keep either the school or the university current as to your local address does not negate the dismissal notice.

Re-instatement: You are potentially eligible for re-instatement to the CHHS graduate program after one academic year has passed. You are responsible for petitioning the program for re-instatement. The petition must include evidence that you are now capable of completing the degree program successfully. **Re-instatement is not automatic**; it will be based on your petition and academic record. If your petition is successful, you will be re-instated **on probation** and will have **one quarter** to achieve a GPA of 3.0.

All graduate students are required to sign this form during their first quarter of enrollment indicating that they have read and understood the probation policy. The form will be placed in your file, and maintained in the School's administrative office.

I have read and understand the Probation Policy and Guidelines, and I have been given a copy of this document for my file.

Name

Date

Advisor

Date