

South University Satisfactory Academic Progress Policy

Revision Effective Date – 7/19/16

The Policy:

Satisfactory Academic Progress Policy

Summary

A student must demonstrate Satisfactory Academic/Financial Aid Progress by successfully completing courses attempted. Completing courses with "C" or better grades indicates academic progress. Poor performance such as receiving "D" or lower, withdrawing from a course, and/or being dismissed from a course may put students at risk. Poor performance may lead to an academic/financial aid warning and/or academic dismissal from the University. It is very important that students attend all registered courses and complete them successfully.

The following criteria are used to determine whether or not a student is making academic/financial aid progress, where a student must be able to:

- Maintain a minimum acceptable cumulative grade point average (CGPA);
- Achieve the minimum incremental completion rate (ICR); and
- Complete the program within a maximum allowable timeframe (MTF).

Administrative actions will be taken when a student fails to meet the minimum standards of any of the above criteria. If the action results in academic dismissal from the University, a student may appeal the dismissal. If the appeal is denied, the student will be academically dismissed from the University.

Periods of attendance when a student does not receive financial aid are included in determining academic/financial aid progress. Periods of nonattendance are not included in determining Satisfactory Academic/Financial Aid Progress. While the terms Academic Warning/Financial Aid Warning and Academic Probation/Financial Aid Probation are used, the status applies to all students whether receiving financial aid or not.

Regardless of a student's status in relation to academic/financial aid progress, the student must meet the graduation requirements for his/her specific program in order to graduate from the University.

The Satisfactory Academic Progress Policy contains the following sections:

1. Criteria for Honor Designations
2. Minimum Standards for Undergraduate Satisfactory Academic/Financial Aid Progress and
3. Consequences for Failing to Meet Minimum Standards
4. Minimum Standards for Graduate Satisfactory Academic/Financial Aid Progress and Consequences for Failing to Meet Minimum Standards

5. Procedures for Appealing Academic/Financial Aid Dismissal
6. Procedures for Readmission after Academic/Financial Aid Dismissal
7. Explanations of Related Issues

The University has the right to modify the Satisfactory Academic/Financial Aid Progress policy at any time.

I. Criteria for Honor Designations

South University is proud to honor those students who demonstrate outstanding academic achievement in their programs of study. Honors are evaluated during a student's academic program (for undergraduate students only) and after successful completion of his/her academic program. Only courses taken at South

University will be considered in evaluating and computing honors.

a.) Honors during a Student's Academic Program

South University honors undergraduate students for their periodic outstanding academic achievement through the President's List and the Dean's List. To be eligible for the President's List, a student must achieve a grade point average of 4.00 for the courses completed during the evaluation period. To be eligible for the Dean's List, a student must achieve a grade point average greater than or equal to 3.50 and less than 4.00 for the courses completed during the evaluation period.

For undergraduate students in term-based programs, the President's and Dean's Lists are published quarterly. To be eligible for the President's List, a student must complete a minimum of 12 credit hours (non-developmental courses) during the quarter and earn the appropriate grade point average specified above. To be eligible for the Dean's List, a student must complete a minimum of 12 credit hours (non-developmental courses) during the quarter and earn the appropriate grade point average specified above.

For undergraduate students in non-term based programs, eligibility for the President's or Dean's List is considered at the end of each payment period. At the end of a payment period, the grade point average at the end of the student's payment period will be evaluated for the grade point average levels as specified for the President's or Dean's List. A student is only evaluated once for periodic outstanding academic achievement at the end of a payment period.

b.) Honors at Graduation

South University honors students for their outstanding academic achievement upon successful completion of all graduation requirements. All non-developmental courses taken at South University will count in the calculation of the cumulative grade point average for honors at graduation. The calculation will include original and repeated course grades.

For students in undergraduate programs, honors at graduation include:

- Summa Cum Laude: Undergraduate degree students graduating with a grade point average greater than or equal to 3.90 through 4.00 will be graduated Summa cum Laude.

- Magna Cum Laude: Undergraduate degree students graduating with a grade point average greater than or equal to 3.70 but less than 3.90 will be graduated Magna cum Laude.
- Cum Laude: Undergraduate degree students graduating with a cumulative grade point average greater than or equal to 3.50 but less than 3.70 will be graduated Cum Laude.

For students in graduate programs, honors at graduation include:

- Honors: Graduate degree students graduating with a cumulative grade point average of 3.75 through 3.89 will be graduated with Honors.
- High Honors: Graduate degree students graduating with a cumulative grade point average of 3.90 through 4.00 will graduate with High Honors.

II. Minimum Standards for Undergraduate Academic/Financial Aid Progress and Consequences for Failing to Meet Minimum Standards

To maintain academic progress, each undergraduate student must meet the required minimum standards of the following three criteria:

- Maintain a minimum acceptable cumulative grade point average (CGPA);
- Achieve the minimum incremental completion rate (ICR); and
- Complete the program within a maximum allowable timeframe (MTF).

a.) All Undergraduate Term-Based Programs (Except Nursing, Occupational Therapy Assistant and Physical Therapist Assistant)

Students in term-based undergraduate programs who start or re-enter at mid-quarter will have that mid-quarter count as an entire quarter for Satisfactory Academic/Financial Aid Progress purposes.

The following evaluation points and minimum standards are used to assess each undergraduate student's academic performance. The evaluation points are at every academic year:

- After attempting his/her first academic year (an academic year is three quarters in which courses are attempted in each quarter), a student must achieve a minimum CGPA of 1.50 and an ICR of 33.33 percent. A student not achieving these minimum standards of Satisfactory Academic Progress (SAP) will be academically dismissed from the University.
- After attempting his/her second academic year, a student must achieve a minimum CGPA of 2.0 and an ICR of 66.67 percent. A student not achieving these minimum standards of SAP will be academically dismissed from the University.
- Starting the quarter after the second academic year, and every subsequent quarter, a student must achieve a minimum CGPA of 2.00 and an ICR of 66.67 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a quarter or payment period of academic warning/financial aid warning, s/he will be academically dismissed from the University.

Students in term-based programs who require a developmental course or courses (ENG0099 or

MAT0099 or both) must enroll in those courses during their first two quarters of attendance. Students in non-term based programs who require a developmental course or courses (ENG0099 or MAT0099 or both) must enroll in those courses during their first four sessions of attendance. Such students must successfully complete any required developmental course within their first three attempts of that course or the student will be academically dismissed from the University. Students in term-based programs who have not attempted all required developmental courses by the end of their second quarter of enrollment, or students in non-term based programs who have not attempted all required developmental courses by the end of their first four sessions of attendance will be academically dismissed from the University.

Students in term-based programs who have not successfully completed all required developmental courses by the end of their fourth quarter of enrollment will be academically dismissed from the University. Students in non-term based programs who have not successfully completed all required developmental courses by the end of their eighth session of enrollment will be academically dismissed from the University. Students who receive a WX in a developmental course are considered to have not attempted the course since they registered for the course but never attended. Students who receive a WV in a course are considered to have not attempted the course; WV does not affect ICR/MTF/CGPA and does not count as an attempt for programmatic progressions.

Maximum Time Frame (MTF): A student may not attempt more than 150 percent of the credits in his/her program; anything in excess of 150 percent of the credits will result in academic dismissal for violating the MTF. Dismissal for violating the maximum timeframe (MTF) can occur at any time.

Students who have not met the minimum standards of SAP will be notified in writing by the University. Students on academic warning/financial aid warning are considered to be making progress towards meeting SAP and, if otherwise eligible, can be eligible for financial aid.

An undergraduate student may be academically dismissed for academic/financial aid reasons without a previous academic warning/financial aid warning. Students will be notified in writing if they are dismissed from the University.

b.) Bachelor of Science in Nursing

For undergraduate students in the Bachelor of Science in Nursing program and Nursing RN to BSN program, the following evaluation points and minimum standards are used to assess each student's academic performance. The evaluation points are at every academic year:

- After attempting the 1st quarter of the nursing program (for term-based students) or first payment period of the nursing program (for non-term based students), a student must achieve a minimum CGPA of 2.5 and an ICR of 50%. A student not achieving these minimum standards of Satisfactory Academic Progress (SAP) will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid.
- After attempting the 2nd quarter (for term-based students) or second payment period (for online students), a student must achieve a minimum CGPA of 2.5 and an ICR of 66.67%. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/financial aid warning fails to achieve

these minimum standards of SAP following a quarter or payment period of academic warning/financial aid warning, s/he will be academically removed from the University.

- After attempting each subsequent quarter (for term-based students) or subsequent payment period (for online students), a student must achieve a minimum CGPA of 2.50 and an ICR of 66.67%. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a quarter or payment period of academic warning/financial aid warning, s/he will be academically removed from the University.

Students in term-based programs who require a developmental course or courses (ENG0099 or MAT0099 or both) must enroll in those courses during their first two quarters of attendance. Students in non-term based programs who require a developmental course or courses (ENG0099 or MAT0099 or both) must enroll in those courses during their first four sessions of attendance. Such students must successfully complete any required developmental course within their first three attempts of that course or the student will be academically dismissed from the University. Students in term-based programs who have not attempted all required developmental courses by the end of their second quarter of enrollment, or students in non-term based programs who have not attempted all required developmental courses by the end of their first four sessions of attendance will be academically dismissed from the University.

Students in term-based programs who have not successfully completed all required developmental courses by the end of their fourth quarter of enrollment will be academically dismissed from the University. Students in non-term based programs who have not successfully completed all required developmental courses by the end of their eighth session of enrollment will be academically dismissed from the University. Students who receive a WX in a developmental course are considered to have not attempted the course since they registered for the course but never attended. Students who receive a WV in a course are considered to have not attempted the course; WV does not affect ICR/MTF/CGPA and does not count as an attempt for programmatic progressions.

Maximum Time Frame (MTF): A student may not attempt more than 150 percent of the credits in his/her program; anything in excess of 150 percent of the credits will result in academic dismissal for violating the MTF. Dismissal for violating the maximum timeframe (MTF) can occur at any time.

Students who have not met the minimum standards of SAP will be notified in writing by the University. Students on academic warning/financial aid warning are considered to be making progress towards meeting SAP and, if otherwise eligible, can be eligible for financial aid.

An undergraduate student may be academically dismissed for academic/financial aid reasons without a previous academic warning/financial aid warning. Students will be notified in writing if they are dismissed from the University.

c.) Associate of Science or Associate of Applied Science in Occupational Therapy Assistant

For undergraduate students in the Associate of Science or Associate of Applied Science in Occupational Therapy Assistant program, the following evaluation points and minimum standards are used to assess each student's academic performance.

- After attempting his/her first academic year (an academic year is three quarters in which courses are attempted in each quarter) a student must achieve a minimum CGPA of 2.50 and an ICR of 66.67 percent. A student not achieving these minimum standards of Satisfactory Academic Progress (SAP) will be academically dismissed from the University.

NOTE: The minimum CGPA required to be eligible to apply to the professional phase of the OTA program is 2.85.

- After attempting his/her second academic year, a student must achieve a minimum CGPA of 2.50 and an ICR of 66.67 percent. A student not achieving these minimum standards of SAP will be dismissed from the university.

NOTE: If a student is on academic warning/financial aid warning for failing to meet the ICR requirement, it will be very difficult for him/her to meet the ICR standard of 50 percent. In some cases, the student may have to successfully complete all the courses attempted. A student should consult with his/her academic advisor or academic counselor on the exact requirements.

- Starting the quarter after the second academic year, and every subsequent quarter, a student must achieve a minimum CGPA of 2.50 and an ICR of 66.67 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a quarter or payment period of academic warning/financial aid warning, s/he will be academically dismissed from the University.

Students in term-based programs who require a developmental course or courses (ENG0099 or MAT0099 or both) must enroll in those courses during their first two quarters of attendance. Students in non-term based programs who require a developmental course or courses (ENG0099 or MAT0099 or both) must enroll in those courses during their first four sessions of attendance. Such students must successfully complete any required developmental course within their first three attempts of that course or the student will be academically dismissed from the University. Students in term-based programs who have not attempted all required developmental courses by the end of their second quarter of enrollment, or students in non-term based programs who have not attempted all required developmental courses by the end of their first four sessions of attendance will be academically dismissed from the University.

Students in term-based programs who have not successfully completed all required developmental courses by the end of their fourth quarter of enrollment will be academically dismissed from the University. Students in non-term based programs who have not successfully completed all required developmental courses by the end of their eighth session of enrollment will be academically dismissed from the University. Students who receive a WX in a developmental course are considered to have not attempted the course since they registered

for the course but never attended. Students who receive a WV in a course are considered to have not attempted the course; WV does not affect ICR/MTF/CGPA and does not count as an attempt for programmatic progressions.

Maximum Time Frame (MTF): A student may not attempt more than 150 percent of the credits in his/her program; anything in excess of 150 percent of the credits will result in academic dismissal for violating the MTF. Dismissal for violating the maximum timeframe (MTF) can occur at any time.

Students who have not met the minimum standards of SAP will be notified in writing by the University. Students on academic warning/financial aid warning are considered to be making progress towards meeting SAP and, if otherwise eligible, can be eligible for financial aid.

An undergraduate student may be academically dismissed for academic/financial aid reasons without a previous academic warning/financial aid warning. Students will be notified in writing if they are dismissed from the University.

d.) Associate of Science and Associate of Applied Science in Physical Therapist Assistant

For undergraduate students in the Associate of Science and Associate of Applied Science in Physical Therapist Assistant, the following evaluation points and minimum standards are used to assess each student's academic performance.

- After attempting the 1st quarter a student must achieve a minimum CGPA of 2.0 and an ICR of 33.33 percent. A student not achieving these minimum standards of Satisfactory Academic Progress (SAP) will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid.
- After attempting the 2nd quarter a student must achieve a minimum CGPA of 2.25 and an ICR of 50 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/ financial aid warning fails to achieve these minimum standards of SAP following a quarter or payment period of academic warning/financial aid warning, s/he will be academically removed from the University.

NOTE: If a student is on academic warning/financial aid warning for failing to meet the ICR requirement, it will be very difficult for him/her to meet the ICR standard of 50 percent. In some cases the student may have to successfully complete all the courses attempted. A student should consult with his/her academic advisor or academic counselor on the exact requirements.

- After attempting each subsequent quarter a student must achieve a minimum CGPA of 2.50 and an ICR of 66.67 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a quarter or payment period of academic warning/financial aid warning, s/he will be academically removed from the University.

NOTE: The minimum CGPA required to be eligible to apply to the technical phase of the PTA program is 2.85.

Students in term-based programs who require a developmental course or courses (ENG0099 or MAT0099 or both) must enroll in those courses during their first two quarters of attendance. Applicants who are required to take developmental coursework in English (ENG0099 Principles of Composition) or Mathematics (MAT0099 Principles of Algebra) are also required to take Strategies for Success (UVC1000). Such students must successfully complete any required developmental course within their first three attempts of that course or the student will be academically dismissed from the University. Students in term-based programs who have not attempted all required developmental courses by the end of their second quarter of enrollment, or students in non-term based programs who have not attempted all required developmental courses by the end of their first four sessions of attendance will be academically dismissed from the University.

Students in term-based programs who have not successfully completed all required developmental courses by the end of their fourth quarter of enrollment will be academically dismissed from the University. Students in non-term based programs who have not successfully completed all required developmental courses by the end of their eighth session of enrollment will be academically dismissed from the University. Students who receive a WX in a developmental course are considered to have not attempted the course since they registered for the course but never attended. Students who receive a WV in a course are considered to have not attempted the course; WV does not affect ICR/MTF/CGPA and does not count as an attempt for programmatic progressions.

Maximum Time Frame (MTF): A student may not attempt more than 150 percent of the credits in his/her program; anything in excess of 150 percent of the credits will result in academic dismissal for violating the MTF. Dismissal for violating the maximum timeframe (MTF) can occur at any time.

Students who have not met the minimum standards of SAP will be notified in writing by the University. Students on academic warning/financial aid warning are considered to be making progress towards meeting SAP and, if otherwise eligible, can be eligible for financial aid. An undergraduate student may be academically dismissed for academic/financial aid reasons without a previous academic warning/financial aid warning. Students will be notified in writing if they are dismissed from the University.

e.) All Undergraduate programs for students in Non-Term Based programs (Except Nursing, Occupational Therapy Assistant and Physical Therapist Assistant)

The following evaluation points and minimum standards are used to assess each undergraduate student's academic performance. The evaluation points are at the successful conclusion of every payment period.

- After attempting his/her first payment period, a student must achieve a minimum CGPA of 1.25 and an ICR of 33.33 percent. A student not achieving these minimum standards of Satisfactory Academic Progress (SAP) will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid.

- After attempting his/her second payment period, a student must achieve a minimum CGPA of 1.50 and an ICR of 50 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a payment period of academic warning/financial aid warning, s/he will be academically dismissed from the University.
- After attempting his/her third payment period, a student must achieve a minimum CGPA of 1.75 and an ICR of 50.00 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a payment period of academic warning/financial aid warning, s/he will be academically dismissed from the University.
- After attempting his/her fourth payment period, a student must achieve a minimum CGPA of 2.00 and an ICR of 66.67 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a payment period of academic warning/financial aid warning, s/he will be academically dismissed from the University.

NOTE: If a student is on academic warning/financial aid warning for failing to meet the ICR requirement, it will be very difficult for him/her to meet the ICR standard of 66.67 percent. In some cases the student may have to successfully complete all the courses attempted. A student should consult with his/her academic advisor or academic counselor on the exact requirements.

- After attempting each subsequent payment period, a student must achieve a minimum CGPA of 2.00 and an ICR of 66.67 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a payment period of academic warning/financial aid warning, s/he will be academically dismissed from the University.

Students in term-based programs who require a developmental course or courses (ENG0099 or MAT0099 or both) must enroll in those courses during their first two quarters of attendance. Students in non-term based programs who require a developmental course or courses (ENG0099 or MAT0099 or both) must enroll in those courses during their first four sessions of attendance. Such students must successfully complete any required developmental course within their first three attempts of that course or the student will be academically dismissed from the University. Students in term-based programs who have not attempted all required developmental courses by the end of their second quarter of enrollment, or students in non-term based programs who have not attempted all required developmental courses by the end of their first four sessions of attendance will be academically dismissed from the University.

Students in term-based programs who have not successfully completed all required developmental courses by the end of their fourth quarter of enrollment will be academically dismissed from the University. Students in non-term based programs who have not successfully completed all required developmental courses by the end of their eighth session of enrollment will be academically dismissed from the University. Students who receive a WX in a

developmental course are considered to have not attempted the course since they registered for the course but never attended. Students who receive a WV in a course are considered to have not attempted the course; WV does not affect ICR/MTF/CGPA and does not count as an attempt for programmatic progressions.

Maximum Time Frame (MTF): A student may not attempt more than 150 percent of the credits in his/her program; anything in excess of 150 percent of the credits will result in academic dismissal for violating the MTF. Dismissal for violating the maximum timeframe (MTF) can occur at any time.

Students who have not met the minimum standards of SAP will be notified in writing by the University. Students on academic warning/financial aid warning are considered to be making progress towards meeting SAP and, if otherwise eligible, can be eligible for financial aid.

An undergraduate student may be academically dismissed for academic/financial aid reasons without a previous academic warning/financial aid warning. Students will be notified in writing if they are dismissed from the University.

III. Minimum Standards for Graduate Academic/Financial Aid Progress and Consequences for Failing to Meet Minimum Standards

To maintain academic progress, each graduate student must meet the required minimum standards of the following three criteria:

- Maintain a minimum acceptable cumulative grade point average (CGPA);
- Achieve the minimum incremental completion rate (ICR); and
- Complete the program within a maximum allowable timeframe (MTF).

Students in on-campus programs who start or re-enter at mid-quarter will have that mid-quarter count as an entire quarter for Satisfactory Academic/Financial Aid Progress purposes.

a.) All Graduate Programs (Except for the Bachelor of Science to Master of Science in Accounting, Master of Medical Science in Anesthesia Science, Master of Science in Physician Assistant, RN to Master of Science in Nursing, Doctor of Business Administration, Doctor of Ministry and Doctor of Pharmacy Programs).

For all graduate students (except for those graduate students in the **Bachelor of Science to Master of Science in Accounting**, Master of Medical Science in Anesthesia Sciences, Master of Science in Physician Assistant, RN to Master of Science of Nursing, Doctor of Business Administration, Doctor of Ministry and Doctor of Pharmacy programs described in b.), c.), d.), e.), f.), and g.) below, the following evaluation points and minimum standards are used to assess each student's academic performance. The evaluation points are at every quarter (for students in on-campus programs) or at the successful conclusion of every payment period (for students in online programs):

- After attempting his/her first quarter (for term-based students) or first payment period (for non-term based students), a student must achieve a minimum CGPA of 3.00 and an ICR of 50.00 percent. A student not achieving these minimum standards of Satisfactory

Academic Progress (SAP) will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid.

- After attempting his/her second quarter (for term-based students) or second payment period (for non-term based students), a student must achieve a minimum CGPA of 3.00 and an ICR of 50.00 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a quarter or payment period of academic warning/financial aid warning, s/he will be academically dismissed from the University.
- After attempting each subsequent quarter (for term-based students) or subsequent payment period (for non-term based students), a student must achieve a minimum CGPA of 3.00 and an ICR of 66.67 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a quarter or payment period of academic warning/financial aid warning, s/he will be academically dismissed from the University.

NOTE: If a student is on academic warning/financial aid warning for failing to meet the ICR requirement, it will be very difficult for him/her to meet the ICR standard of 66.67 percent. In some cases the student may have to successfully complete all the courses attempted. A student should consult with his/her academic advisor or academic counselor on the exact requirements.

Maximum Time Frame (MTF): A student may not attempt more than 150 percent of the credits in his/her program; anything in excess of 150 percent of the credits will result in academic dismissal for violating the MTF. Dismissal for violating the maximum timeframe (MTF) can occur at any time.

Students who have not met the minimum standards of SAP will be notified in writing by the University. Students on academic warning/financial aid warning are considered to be making progress towards meeting SAP and, if otherwise eligible, can be eligible for financial aid.

A graduate student may be academically dismissed for academic/financial aid reasons without a previous academic warning/financial aid warning. Students will be notified in writing if they are dismissed from the University.

b.) Bachelor of Science in Accounting to Master of Science in Accounting

For students in the Bachelor of Science in Accounting to Master of Science in Accounting (BSA to MSA) program, the following evaluation points and minimum standards are used to assess each student's academic performance. The evaluation points are at the successful conclusion of every payment period.

- After attempting his/her first quarter (for term-based students) or first payment period (for non-term based students) in the BSA to MSA program, a student must achieve a CGPA of 1.25 and an ICR of 33.33 percent. A student not achieving these minimum standards of

satisfactory academic progress (SAP) will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid.

- After attempting his/her second quarter (for term-based students) or second payment period (for non-term based students) in the BSA to MSA program, a student must achieve a CGPA of 1.50 and an ICR of 50 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a payment period of academic warning/financial aid warning, s/he will be academically dismissed from the University.

- After attempting his/her third quarter (for term-based students) or third payment period (for non-term based students) in the BSA to MSA program, a student must achieve a CGPA of 1.75 and an ICR of 50.00 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a payment period of academic warning/financial aid warning, s/he will be academically dismissed from the University.

- After attempting his/her fourth quarter (for term-based students) or fourth payment period (for non-term based students) in the BSA to MSA program, a student must achieve a CGPA of 2.00 and an ICR of 66.67 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning. If a student who is already on academic warning/ financial aid warning fails to achieve these minimum standards of AP following a payment period of academic warning/financial aid warning, s/he will be academically dismissed from the University.

- After attempting his/her fifth quarter (for term-based students) or fifth payment period (for non-term based students) in the BSA to MSA program, a student must achieve a CGPA of 2.50 and an ICR of 66.67 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning. If a student who is already on academic warning/ financial aid warning fails to achieve these minimum standards of SAP following a payment period of academic warning/financial aid warning, s/he will be academically dismissed from the University.

NOTE: If a student is on academic warning/ financial aid warning for failing to meet the ICR requirement, it will be very difficult for him/her to meet the ICR standard of 66.67 percent. In some cases the student may have to successfully complete all the courses attempted. A student should consult with his/her academic advisor or academic counselor on the exact requirements.

- After attempting each subsequent quarter (for term-based students) or payment period (for non-term based students) in the BSA to MSA program, a student must achieve a CGPA of 3.0 and an ICR of 66.67 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a payment period of academic warning/financial aid warning, s/he will be academically dismissed from the University.

Students in term-based programs who require a developmental course or courses (ENG0099 or MAT0099 or both) must enroll in those courses during their first two quarters of attendance. Students in non-term based programs who require a developmental course or courses

(ENG0099 or MAT0099 or both) must enroll in those courses during their first four sessions of attendance. Such students must successfully complete any required developmental course within their first three attempts of that course or the student will be academically dismissed from the University. Students in term-based programs who have not attempted all required developmental courses by the end of their second quarter of enrollment, or students in non-term based programs who have not attempted all required developmental courses by the end of their first four session of attendance will be academically dismissed from the University.

Students in term-based programs who have not successfully completed all required developmental courses by the end of their fourth quarter of enrollment will be academically dismissed from the University. Students in non-term based programs who have not successfully completed all required developmental courses by the end of their eighth session of enrollment will be academically dismissed from the University. Students who receive a WX in a developmental course are considered to have not attempted the course since they registered for the course but never attended.

Maximum Time Frame (MTF): A student may not attempt more than 150 percent of the credits in his/her program; anything in excess of 150 percent of the credits will result in academic dismissal for violating the MTF. Dismissal for violating the maximum timeframe (MTF) can occur at any time.

Students who have not met the minimum standards of SAP will be notified in writing by the University. Students on academic warning/financial aid warning are considered to be making progress towards meeting SAP and, if otherwise eligible, can be eligible for financial aid.

A graduate student may be academically dismissed for academic/financial aid reasons without a previous academic warning/financial aid warning. Students will be notified in writing if they are dismissed from the University.

c.) Master of Medical Science in Anesthesia Science

For graduate students in the Master of Medical Science in Anesthesia Sciences program, the following evaluation points and minimum standards are used to assess each student's academic performance:

- After attempting his/her first quarter, a student in the Master of Medical Science in Anesthesia Sciences program must achieve a minimum CGPA of 2.50, achieve an academic quarter minimum GPA of 2.50, not receive a final grade of "F" for any course taken during the current quarter, not receive a final grade of "D" for any two courses taken during the current quarter, achieve satisfactory clinical performance, and receive an ICR of 50.00 percent. A student not achieving these minimum standards of Satisfactory Academic Progress (SAP) will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid.
- After attempting his/her second quarter, and each subsequent quarter, a student in the Master of Medical Science in Anesthesia Sciences program must achieve a minimum CGPA of 2.50, achieve an academic quarter minimum GPA of 2.50, not receive a final

grade of "F" for any course taken during the quarter, not receive a final grade of "D" for any two courses taken during the quarter, achieve satisfactory clinical performance, and receive an ICR of 66.67 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a quarter of academic warning/financial aid warning, s/he will be academically dismissed from the University.

NOTE: If a student in the Master of Medical Science in Anesthesia Science program is on academic warning/financial aid warning for failing to meet the ICR requirement, it will be very difficult for him/her to meet the ICR standard of 66.67 percent. In some cases the student may have to successfully complete all the courses attempted. A student should consult with his/her academic advisor or academic counselor on the exact requirements.

Maximum Time Frame (MTF): A student may not attempt more than 150 percent of the credits in his/her program; anything in excess of 150 percent of the credits will result in academic dismissal for violating the MTF. Dismissal for violating the maximum timeframe (MTF) can occur at any time.

Students who have not met the minimum standards of SAP will be notified in writing by the University. Students on academic warning/financial aid warning are considered to be making progress towards meeting SAP and, if otherwise eligible, can be eligible for financial aid.

A graduate student may be academically dismissed for academic/financial aid reasons without a previous academic warning/financial aid warning. Students will be notified in writing if they are dismissed from the University.

d.) Master of Science in Physician Assistant

For graduate students in the Master of Science in Physician Assistant program, the following evaluation points and minimum standards are used to assess each student's academic performance:

- After attempting his/her first quarter, a student in the Master of Science in Physician Assistant program must achieve a minimum CGPA of 3.00 and an ICR of 100 percent. A student not achieving these minimum standards of Satisfactory Academic Progress (SAP) will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid.
- After attempting each subsequent quarter, a student in the Master of Science in Physician Assistant program must achieve a minimum CGPA of 3.00 and an ICR of 100 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a quarter of academic warning/financial aid warning, s/he will be academically dismissed from the University.

Maximum Time Frame (MTF): A student may not attempt more than 150 percent of the credits in his/her program; anything in excess of 150 percent of the credits will result in academic dismissal for violating the MTF. Dismissal for violating the maximum timeframe (MTF) can occur at any time.

Students who have not met the minimum standards of SAP will be notified in writing by the University. Students on academic warning/financial aid warning are considered to be making progress towards meeting SAP and, if otherwise eligible, can be eligible for financial aid.

A graduate student may be academically dismissed for academic/financial aid reasons without a previous academic warning/financial aid warning. Students will be notified in writing if they are dismissed from the University.

e.) RN to Master of Science in Nursing

For students in the RN to Master of Science in Nursing, the following evaluation points and minimum standards are used to assess each student's academic performance.

- After attempting his/her first quarter of the RN to MSN program (for term-based students) or first payment period of the RN to MSN program (for non-term based students), a student must achieve a minimum CGPA of 2.5 and an ICR of 50 percent. A student not achieving these minimum standards of Satisfactory Academic Progress (SAP) will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid.
- After attempting his/her second quarter (for term-based students) or second payment period (for non-term based students), a student must achieve a minimum CGPA of 2.5 and an ICR of 66.67 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a quarter or payment period of academic warning/financial aid warning, s/he will be academically dismissed from the University.
- After attempting his/her third quarter (for term-based students) or third payment period (for non-term based students), a student must achieve a minimum CGPA of 2.5 and an ICR of 66.67 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a quarter or payment period of academic warning/financial aid warning, s/he will be academically dismissed from the University.
- After attempting his/her fourth quarter (for term-based students) or fourth payment period (for non-term based students), a student must achieve a minimum CGPA of 2.75 and an ICR of 66.67 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a quarter or payment period of academic warning/financial aid warning, s/he will be academically dismissed from the University.
- After attempting each subsequent quarter (for term-based students) or subsequent payment period (for non-term based students), a student must achieve a minimum CGPA of 3.0 and an ICR of 66.67 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP

following a quarter or payment period of academic warning/financial aid warning, s/he will be academically dismissed from the University.

Maximum Time Frame (MTF): A student may not attempt more than 150 percent of the credits in his/her program; anything in excess of 150 percent of the credits will result in academic dismissal for violating the MTF. Dismissal for violating the maximum timeframe (MTF) can occur at any time.

Students who have not met the minimum standards of SAP will be notified in writing by the University. Students on academic warning/financial aid warning are considered to be making progress towards meeting SAP and, if otherwise eligible, can be eligible for financial aid.

A graduate student may be academically dismissed for academic/financial aid reasons without a previous academic warning/financial aid warning. Students will be notified in writing if they are dismissed from the University.

f.) Doctor of Business Administration and Doctor of Ministry

For graduate students in the Doctor of Business Administration and the Doctor of Ministry programs, the following evaluation points and minimum standards are used to assess each student's academic performance:

- After attempting his/her first quarter, a student must achieve a CGPA of 3.00 and an ICR of 50.00 percent. A student not achieving these minimum standards of satisfactory academic progress will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid.
- After attempting his/her second quarter, a student must achieve a CGPA of 3.00 and an ICR of 50.00 percent. A student not achieving these minimum standards of satisfactory academic progress will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a quarter of academic warning/financial aid warning, he or she will be academically dismissed from the University.
- After attempting each subsequent quarter, a student must achieve a CGPA of 3.00 and an ICR of 66.67 percent. A student not achieving these minimum standards of satisfactory academic progress will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a quarter of academic warning/financial aid warning, he or she will be academically dismissed from the University.
- The grade of LP for final project and dissertation courses are exempted from the CGPA for SAP purposes.

g.) Doctor of Pharmacy

For graduate students in the Doctor of Pharmacy program, the following evaluation points and minimum standards are used to assess each student's academic performance:

- After attempting his/her first quarter, a student in the Doctor of Pharmacy program must achieve a minimum CGPA of 2.00 and an ICR of 50.00 percent. A student not achieving these minimum standards of Satisfactory Academic Progress (SAP) will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid.
- After attempting his/her second quarter, a student in the Doctor of Pharmacy program must achieve a minimum CGPA of 2.00 and an ICR of 50.00 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a quarter of academic warning/financial aid warning, s/he will be academically dismissed from the University.
- After attempting each subsequent quarter, a student in the Doctor of Pharmacy program must achieve a minimum CGPA of 2.00 and an ICR of 66.67 percent. A student not achieving these minimum standards of SAP will be placed on academic warning/financial aid warning and will continue to be eligible for financial aid. If a student who is already on academic warning/financial aid warning fails to achieve these minimum standards of SAP following a quarter of academic warning/financial aid warning, s/he will be academically dismissed from the University.

NOTE: If a student in the Doctor of Pharmacy program is on academic warning/financial aid warning for failing to meet the ICR requirement, it will be very difficult for him/her to meet the ICR standard of 66.67 percent. In some cases the student may have to successfully complete all the courses attempted. A student should consult with his/her academic advisor or academic counselor on the exact requirements.

Maximum Time Frame (MTF): A student may not attempt more than 150 percent of the credits in his/her program; anything in excess of 150 percent of the credits will result in academic dismissal for violating the MTF. Dismissal for violating the maximum timeframe (MTF) can occur at any time.

Students who have not met the minimum standards of SAP will be notified in writing by the University. Students on academic warning/financial aid warning are considered to be making progress towards meeting SAP and, if otherwise eligible, can be eligible for financial aid.

A graduate student may be academically dismissed for academic/financial aid reasons without a previous academic warning/financial aid warning. Students will be notified in writing if they are dismissed from the University.

h.) All Graduate Programs

Maximum Time Frame (MTF): A student may not attempt more than 150 percent of the credits in his/her program; anything in excess of 150 percent of the credits will result in academic dismissal for violating the MTF. Dismissal for violating the maximum timeframe (MTF) can occur at any time.

Students who have not met the minimum standards of SAP will be notified in writing by the University. Students on academic warning/financial aid warning are considered to be making progress towards meeting SAP and, if otherwise eligible, can be eligible for financial aid.

A graduate student in the Master of Medical Science in Anesthesia Sciences program may be placed on academic warning/financial aid warning not more than two separate times (but not for two consecutive quarters) during his/her academic program. A graduate student in the Doctor of Pharmacy program may be placed on academic warning/financial aid warning not more than three separate times (but not for two consecutive quarters) during his/her academic program.

A graduate student may be academically dismissed for academic/financial aid reasons without a previous academic warning/financial aid warning. Students will be notified in writing if they are dismissed from the University.

IV. Procedures for Appealing Academic/Financial Aid Dismissal

Undergraduate and graduate students in on-campus programs wishing to appeal an academic dismissal/financial aid dismissal must do so in writing to their campus Dean of Academic Affairs and Operations. Undergraduate and graduate students in online programs wishing to appeal an academic dismissal/financial aid dismissal must do so in writing to their Academic Counselor. Graduate students in the Anesthesiologist Assistant program (Anesthesia Science (MMSc) degree program) wishing to appeal an academic dismissal/financial aid dismissal must do so in writing to the Progress and Promotions Committee within the Department of Anesthesiologist Assistant Studies. Graduate students in the Master of Science in Physician Assistant program wishing to appeal an academic dismissal/financial aid dismissal must do so in writing to the Student Progress Committee within the Department of Physician Assistant. Graduate students in the Doctor of Pharmacy program wishing to appeal an academic dismissal/financial aid dismissal must do so in writing to the Professional Performance Committee within the School of Pharmacy.

The student's written appeal (including emails from a student's email account bearing his/her electronic signature) must state the mitigating circumstances that contributed to the dismissal. The appeal must be supported with appropriate written documentation of the mitigating circumstances with explanation on how the circumstances have been remedied or changed that will allow the student to meet academic/financial aid progress. Mitigating circumstances are events that are outside the student's control and are unavoidable. Following is an example list of events that indicate there may be a mitigating circumstance that has negatively impacted academic/financial aid progress:

- Death of an immediate family member.
- Serious or chronic student illness (this includes mental health issues).
- Illness of an immediate family member where the student is a primary caretaker.
- Illness of an immediate family member where the family member is the primary financial support.
- Abusive relationships.
- Divorce proceedings.
- Previously undocumented disability.
- Natural disaster.
- Financial hardship such as foreclosure or eviction.
- Special Circumstances
- Military deployment of the student, his/her spouse, or a dependent student's parent.

- Military Permanent Change of Station (PCS).

NOTE: A student's life issues and the student's transition to college are not considered mitigating circumstances under this policy since a student has at least two quarters/two payment periods to adjust to college life.

The campus Dean of Academic Affairs and Operations (for students in on-campus programs), the Appeals Committee (for students in online programs), the Progress and Promotions Committee (for students in the Master of Medical Science in Anesthesia Science program), the Student Progress Committee (for students in the Master of Science in Physician Assistant program), or the Professional Performance Committee (for students in the Doctor of Pharmacy program) will review the student's appeal and related written documentation to determine whether the circumstances and academic status warrant consideration for granting the appeal. Any consideration of mitigating circumstances not specified above should be discussed with relevant College/School Dean. The Vice Chancellor for Academic Affairs is the final authority to which an academic dismissal can be appealed.

Failure to provide an adequate written appeal and supporting documentation will result in the student's appeal not being considered. The student will be notified in writing that the appeal is not being considered and what additional information is needed for the appeal to be considered. This is not considered a denial of an appeal which would force the student to wait a year before appealing again.

A student who submits a written appeal and is granted the appeal will be placed on academic probation/financial aid probation at the start of the quarter or course session in which s/he resumes coursework. A student is on probation for one quarter in a term-based program or one payment period in a non-term based program. During the probationary period a student may receive (if otherwise eligible) financial aid for one quarter.

Prior to and during the probationary period, the student must agree with and sign a written academic plan developed by the University on how the student will achieve specific minimum CGPA, ICR, and other applicable SAP standards associated with the appropriate evaluation points by end of either the Academic/Financial Aid Probation period or by the end of the quarter included in the Academic Plan. The Academic Plan must detail specific time frames and student success measures and cannot be greater than two (2) quarters for the student to meet the minimum requirements of Satisfactory Academic Progress. The Academic Plan must be reviewed with the student so that designated Academic Plan is being met and the student will remain on track to achieve the success measures within the approved timeframe. For students in degree programs that may have an Academic Plan for more than one quarter, the student must meet the academic targets of the Academic Plan at the end the first quarter when the student is on Academic/Financial Aid Probation and by the end of the Academic Plan, the student must meet the minimum requirements of Satisfactory Academic Progress. If the student meets the academic goals and requirements under the Academic Plan for the first quarter while on Academic/Financial Aid Probation, he or she may complete the second quarter under the Academic Plan and be eligible to receive financial aid. Failure to meet the established goals included in the Academic Plan will result in Academic/Financial Aid Dismissal.

A student who submits a written appeal and is denied the appeal cannot re-appeal for one year after the quarter or course session in which the appeal was denied however the passage of time by itself does not impact the Appeal Committee's decision.

An individual graduate program may have additional specific procedures for appealing an academic dismissal/financial aid dismissal which are more stringent than the above Procedures for Appealing Academic/Financial Aid Dismissal.

Students dismissed for violating the maximum allowable timeframe (MTF), may appeal to the Vice Chancellor for Academic Affairs.

The result of the appeal (whether granted or denied) will be provided in writing to the student and recorded in the student's academic file by the University.

V. Procedures for Readmission after Academic/Financial Aid Dismissal

After one year of remaining out of the University, undergraduate and graduate students can submit an additional written appeal for reinstatement. Undergraduate or graduate students in on-campus programs wishing to appeal an academic dismissal/financial aid dismissal must do so in writing to their campus Dean of Academic Affairs and Operations. Undergraduate and graduate students in online programs wishing to appeal an academic dismissal/financial aid dismissal must do so in writing to their Academic Counselor. Graduate students in the Master of Medical Science in Anesthesia Sciences program and the Master of Science in Physician Assistant Studies programs cannot submit such an appeal for reinstatement. Graduate students in the Doctor of Ministry program must do so in writing to the Progress and Promotions Committee of the College of Theology. Graduate students in the Doctor of Pharmacy program wishing to appeal an academic dismissal/financial aid dismissal must do so in writing to the Professional Performance Committee within the School of Pharmacy.

The second written appeal must be accompanied by a written discussion (and demonstration) of accomplishments or changes made in the prior year that will allow the student to meet academic/financial aid progress. In addition they must demonstrate how former mitigating circumstances will no longer impact their academic performance.

A student who submits a second written appeal and is granted the appeal will be placed on academic probation/financial aid probation at the start of the quarter or course session in which s/he resumes coursework. During the probationary period (which lasts up to one quarter for a student in an term-based program or one payment period for a student in non-term based program), a student may receive (if otherwise eligible) financial aid. Prior to and during the probationary period, the student must agree with and sign a written academic plan developed by the University on how the student will achieve specific minimum CGPA, ICR, and other applicable SAP standards associated with the appropriate evaluation points.

For students in degree programs that may have an Academic Plan for more than one quarter or payment period, the student must meet the academic targets of the Academic Plan at the end the first quarter or payment period when the student is on Academic/Financial Aid Probation and by the end of the Academic Plan, the student must meet the minimum requirements of Satisfactory Academic Progress. If the student meets the academic goals and requirements under the Academic Plan for the first quarter or payment period while on Academic/Financial Aid Probation, he or she may complete the second quarter or payment period under the

Academic Plan and be eligible to receive financial aid. Failure to meet the established goals included in the Academic Plan will result in Academic/Financial Aid Dismissal.

Should the student have his/her second appeal denied, the student will be permanently dismissed from the University. The result of the second appeal (whether granted or denied) will be provided in writing to the student and recorded in the student's academic file by the University.

VI. Explanations of Related Issues

a.) Calculation of Cumulative Grade Point Average (CGPA)

A student's cumulative grade point average (CGPA) is calculated by:

- Multiplying credits for each course by grade points associated with the grade earned;
- Totaling the grade points earned for all the courses; and
- Dividing total grade points earned by the total number of quality credits.
- Grades of "A", "B", "C", "D", "F", "LP", "NCF" and "WF" in c) below are included in a student's CGPA.
- Grades and symbols of "EX", "PR", "TR", "P", "AU", "W", "WP", "WX", "I", and "^" in c.) below are not included in a student's CGPA.

b.) Calculation of Incremental Completion Rate (ICR)

A student's incremental completion rate (ICR) is calculated by:

- Totaling the number of credit hours attempted;
- Totaling the number of credit hours successfully completed; and
- Dividing the total number of credit hours successfully completed by the total number of credit hours attempted.
- Grades and symbols of "A", "B", "C", "D", "F", "LP", "NCF", "TR", "W", "WP", "WF", "P", "I" and ^ in c) below are included in a student's ICR.
- Grades of "EX", "PR", "AU", "WV" and "WX", in c) below are not included in a student's ICR.

c.) Grading System

Grade A

Quality Points 4.0

Range 90-100

Interpretation: Excellent

Grade B

Quality Points 3.0

Range 80-89

Interpretation: Above Average

Grade C

Quality Points 2.0

Range 70-79

Interpretation: Average

Grade D

Quality Points 1.0

Range 60-69

Interpretation: Minimum Passing

Grade F

Quality Points 0.0

Range 0-59

Interpretation: Failure

Grade WF

Quality Points 0.0

Range 0

Interpretation: Withdraw/Failure

Grade NCF

Quality Points 0.0

Range 0

Interpretation: Non-Completion Failure

Grade LP*

Quality Points 0.0

Range 33-79

Interpretation: Limited Progress

**Note: The grade of LP may be awarded in Pass/Fail courses. Students who complete the remaining assignments in the extension course receive a letter grade or grade of P and the grade for the original dissertation course is changed to a letter grade or to P. Students who complete at least half of the remaining assignments may be awarded the grade of LP and then register for a subsequent extension course. Students who do not make adequate progress receive a grade of F and the grade for the original dissertation course is changed to a grade of F.*

The following symbols are used on grade reports, but are not used in the determination of a student's grade point average:

EX

Interpretation: Course exempted

PR

Interpretation: Course credit earned through credit by examination

TR

Interpretation: Course credit earned through transfer

P

Interpretation: Pass

AU

Interpretation: Audit

W

Interpretation: Withdrawal, no grade penalty

WP

Interpretation: Withdraw/Passing

WV

Waiver for a course; does not affect ICR/MTF/CGPA, does not count as an attempt for programmatic progressions

WX

Interpretation: Withdrawal, never attended but registered
(no course credit or residence credit)

I

Interpretation: Incomplete

^

Interpretation: Caret symbol, which denotes a developmental course grade

d.) Course Attempts

A course attempt includes any time a student receives a grade for a course. This includes the letter grades of "A" through "F", a passing grade of "P", an incomplete grade of "I", a withdrawal while passing the course of "WP", a withdrawal while failing the course of "WF", and a withdrawal with no grade penalty of "W". Courses for which a student enrolls but then drops during the drop/add period at the beginning of a quarter or course session is not counted as a course attempt.

e.) Maximum Allowable Timeframe (MTF)

A student may not attempt more than 150 percent of the credits in his/her program; anything in excess of 150 percent of the credits will result in the student's academic dismissal from the University. The appeal process and related procedures are the same as those described in sections III., IV., and V. above.

f.) Developmental Courses

South University requires academic placement tests. Depending on test scores, students may be required to take developmental courses (i.e., ENG0099 and MAT0099). If so required, a student must successfully complete such courses in order to progress within the program.

Developmental course credits do not count towards the total number of credits for graduation nor do they count in the CGPA; however, they do count in determining the maximum time frame and the ICR.

g.) Repeated Courses and Grades

Grades achieved in repeated classes will replace withdrawn or failing grades. Withdrawn and failing grades are included in the maximum allowable time frame and ICR. The grade "I" indicates Incomplete and is calculated as if it is an "F" for CGPA and ICR purposes until it is changed to another grade. A student may also retake a class in which s/he received a passing grade in order to improve his/her CGPA. An undergraduate student enrolled in developmental coursework (ENG0099 and MAT0099) must be able to pass the courses within three attempts or the student will be academically dismissed. Note that graduate students enrolled in the Doctor of Pharmacy program will have all course grades (including repeated courses) included in the calculation of the CGPA.

h.) Remediation of Academic Deficiencies

It is strongly recommended that any student with withdrawn or failing grades register for the same course(s) in the subsequent quarter or course session to improve his/her academic performance.

i.) Transfer Credits

Credits from transfer courses are calculated in the maximum allowable credits or ICR requirements. Grades for credits transferred from any postsecondary institution will be recorded as "TR" and will not affect the student's CGPA. Grades from courses taken in a program within the same school group, if applicable to a transfer program, will be recorded as earned credit and will affect the student's CGPA.

Students Transferring Between a Campus Program and an Online Program

A student who transfers from a campus program to an online program or who transfers from an online program to a campus program is subject to the following SAP policies and procedures:

- A student who is in good standing per SAP in his/her term-based program transferring to either a campus term-based program or an online term-based program, will be evaluated according to the SAP policies and procedures for term based programs.
- A student who is in good standing per SAP in his/her non-term based program transferring to either a campus term-based program or an online term-based program, will be evaluated according to the SAP policies and procedures for term based programs

Note that the evaluation criteria and period of time until the next applicable evaluation point may differ from the SAP policies and procedures of the student's original program. The student should work closely with his/her academic advisor or academic counselor to understand the SAP implications (including financial aid implications) of his/her transfer before taking any action.