

UNIVERSITY OF BALTIMORE
Academic Policy Cover Sheet

(See Process for Academic Policy Development, Revision or Discontinuance)

INITIATING GROUP / UNIT: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input type="checkbox"/> UFS <input type="checkbox"/> Office of the Provost LDEIC <input checked="" type="checkbox"/>
CONTACT NAME: Marilyn Oblak; Peggy Potthast PHONE: x 5260 x5342
POLICY TITLE: Satisfactory/Unsatisfactory Progress: Policy
APPLIES TO: LAW <input type="checkbox"/> MSB <input checked="" type="checkbox"/> YGCLA <input checked="" type="checkbox"/>
SPECIFIC PROGRAM (if applicable):
PROPOSED IMPLEMENTATION DATE / SEMESTER: Fall 2007

Box 1: ACTION ITEM (check appropriate box)	DOCUMENTS REQUIRED (see box 2 below)	REVIEW / APPROVAL SEQUENCE (see box 3 below)
<input type="checkbox"/> 1. New Policy	AB – others as appropriate	ABCDE – varies
X 2. Policy Revision	AB – others as appropriate	ABCDE – varies
<input type="checkbox"/> 3. Discontinuance of Existing Policy	AB	ABCDE – varies

Box 2: DOCUMENTATION (check boxes of documents included) (may include documents in addition to required ones)			
X	A. AP Cover Sheet (this document)	D. Additional Forms (as may be needed to support procedures)	F. Other (please list)
X	B. AP Proposal Summary	E. Samples of Similar Policies	
	C. Procedures (as appropriate)		

Box 3: REVIEW / APPROVAL SEQUENCE	SIGNATURES (as appropriate)	DATE
A. School / College Dean	<i>Susan Zacher</i>	3/29/07
B. Policy Coordinator	<i>Starr Levine</i>	4/4/07
C. Academic Policy Review Committee Chair (UFS subcommittee--CRC)		
D. University Faculty Senate Chair (UFS option)	<i>Fred Guy</i>	4/11/07
E. Provost and Senior Vice President for Academic Affairs	<i>Jude M. Fordall</i>	4/13/07
F. Attorney General's Office	Signature not required. If AG review is necessary, the date of approval may be received via e-mail and would be added by the Policy Coordinator.	
G. 10-Day Open Comment Period		
H. President		
I. USM / Board of Regents – approval	Signature not required. If USM review is necessary, the date of approval would be added by the Policy Coordinator.	

Academic Policy Proposal Summary

INITIATING GROUP / UNIT: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input type="checkbox"/> UFS <input checked="" type="checkbox"/> Office of the Provost <input type="checkbox"/>
CONTACT NAME: <i>Oblak / Potthast</i> PHONE: <i>5260 / 5342</i>
POLICY TITLE: <i>Satisfactory/Unsatisfactory Progress</i>
APPLIES TO: LAW <input type="checkbox"/> MSB <input checked="" type="checkbox"/> YGCLA <input checked="" type="checkbox"/>
SPECIFIC PROGRAM (if applicable):
PROPOSED IMPLEMENTATION DATE / SEMESTER: <i>Fall, 2007</i>

I. Statement of Purpose:

To update policy to accommodate FSP and improve current policy statements.

II. Policy (including authority for policy waiver, exclusions, or sanctions, if any) can be attached if too lengthy for this box.

Attached.

III. Reason(s) for Proposed Policy

To update policy to accommodate FSP and improve current policy statements.

Academic Policy Proposal Summary (Page 2)

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CONTACT NAME: <i>Oblak / Potthast</i> PHONE: <i>5260 / 5342</i>
POLICY TITLE: <i>Satisfactory/Unsatisfactory Progress</i>
PROPOSED IMPLEMENTATION DATE / SEMESTER: <i>Fall, 2007</i>

IV. Current Policy (if proposal is a revision or discontinuance), including date of adoption if available, can be attached if too lengthy for this box.

Current policy is contained under Satisfactory/Unsatisfactory Progress in the Academic Policies section of the Undergraduate catalog.

See specifically: Satisfactory/Unsatisfactory Progress (2006-2008 UG catalog, pg 34-36).

V. Other (who was consulted, definition of terms, etc.)

- Reviewed by members of academic advising staff CLA & MSB, Associate Provost, FSP Director
- Reviewed by LDEIC

SATISFACTORY AND UNSATISFACTORY PROGRESS

Please note: These policies are for determining satisfactory academic progress. Review the Financial Assistance section of this catalog to determine the standards for satisfactory progress for eligibility for receiving or continuing to receive financial assistance.

A student is making satisfactory progress toward completion of his/her program as long as a GPA of 2.0 or higher is maintained.

- 1) A student who attempts 12 or more credits at the University of Baltimore and earns less than a 2.0 will be placed on academic probation. Notification of this action will be by the grade report. Probationary status is a warning that satisfactory progress is in jeopardy.
- 2) A student who is placed on probation must obtain advisement from the appropriate academic adviser before attending classes the following semester or summer session, even if the student has already pre-registered. Full-time students on probation must limit their regular semester load to not more than 12 credits; part-time students must limit their regular semester load to not more than 6 credits. Students on probation may not take more than 3 credits at any given time during the summer.
- 3) A student who has been placed on academic probation because of a deficient grade point average will be allowed up to 12 semester hours to obtain a cumulative GPA of 2.0. If the student does not reach a GPA of 2.0 or higher by the time the 12 additional credit hours are accumulated, the student will be suspended.
- 4) A suspended student may not register for classes at the University of Baltimore for at least one semester and may not attend summer sessions until reinstated by the FSP director or appropriate academic dean (see paragraph #5). In addition, for-credit courses taken elsewhere may not be applied to the academic program at UB.
- 5) Reinstatement at the University of Baltimore is not automatic. The suspended student must request reinstatement in writing from the FSP director or appropriate academic dean by Oct. 15 for the spring semester; by April 15 for the fall semester; or by March 15 for the summer session. As a condition of reinstatement a suspended student may be required to successfully complete certain remedial or prerequisite courses at University of Baltimore or another institution of higher education.
- 6) If the student has been away from the university for longer than two regular semesters he/she must also apply for readmission. A suspended student must meet the requirements of the new catalog in effect upon return if he/she is readmitted.
- 7) A student returning from suspension must receive advising and be cleared by the FSP director or appropriate academic dean before registering. A Reinstatement or Readmission on Probation form must be signed by both the student and the adviser and filed in the student's official record in the Office of Records and Registration.
- 8) A student suspended for a deficient GPA, when readmitted, must achieve an overall cumulative GPA of 2.0 or higher within the first 12 hours attempted after reentry and/or must fulfill any requirements outlined in the Reinstatement or Readmission on Probation form. Failure to do so will result in immediate dismissal.
- 9) Under certain extraordinary circumstances, a suspended student may petition for a waiver of suspension. The petition will be reviewed by the program director and the FSP director or appropriate dean. If the petition is granted and the suspended student is not required to sit out a semester, a Waiver of Suspension form and accompanying course plan approved by the FSP director or appropriate academic dean must be filed in the student's official record in the Office of Records and Registration.