

## DISQUALIFICATION POLICY FOR GRADUATE STUDENTS CALIFORNIA STATE UNIVERSITY, CHICO

Graduate students must maintain a minimum 3.0 grade point average (GPA) in all coursework taken subsequent to admission to the master's degree program, with at least conditionally classified status, and in all courses included in the approved program. This includes all courses taken at other accredited institutions as well as those taken at CSU, Chico. Failure to maintain a 3.0 cumulative GPA will result in academic probation in the master's program; failure to remove the deficiency within one semester will result in disqualification from the master's program.

The Records Department will provide the Office of Graduate and International Programs with a list of master's students with a semester, Chico, or cumulative GPA below a 3.0 each January (after fall grades have been posted). After a review of each student's record to determine if the cumulative GPA is below a 3.0, the student's name will be forwarded to the appropriate graduate coordinator. The graduate coordinator will either send a letter to the student informing him or her of the academic probation status (copy sent to the Office of Graduate and International Programs) or inform the Office of Graduate and International Programs of any extenuating circumstances which apply to the student.

In June (after spring grades have been posted), the Records Department will again provide the Office of Graduate and International Programs with a list of students with a GPA of 3.0 or below. The Office of Graduate and International Programs will determine if the students who were on academic probation have met the requirements to be taken off probation or if the students continue below a 3.0 GPA. Such students will be sent a letter of disqualification from the dean. To appeal the disqualification, the student will be directed to write a letter to the associate dean of the Office of Graduate and International Programs who will review the appeal in consultation with the appropriate graduate coordinator to determine if there is reason to give an extension to academic probation status. A student who has been disqualified will not be allowed to re-apply to another department until the following spring.