

**GRADUATE COUNCIL
NEW/CHANGE POLICY PROPOSAL**

It is required that you follow this format when presenting a new Graduate Policy or change in a Graduate Policy for review and approval by the Graduate Council.
Please submit the typed original with all required signatures to the Graduate Council.

Form functionality most compatible using Adobe Acrobat 9 and newer.

New Policy/Policy Change:

Revision of "Retention in a Graduate Program" and "Readmission to Degree Program" policies.

Department or other unit proposing the new policy/policy change: GCE

Contact Person: Brian Bercier, Becky Copper Glenz

This policy is: ☐ New ☒ Change to a current policy

Briefly describe new policy or change to existing policy as it will appear in university catalog (if a policy change please provide current and proposed versions):

See old and new policy descriptions, attached.

Rationale and expected outcomes for new policy or change to existing policy:

The current retention policy has been in effect for many years, and compared to our sister institutions, is extremely harsh. A graduate student who earns a grade of 0.0, or whose GPA falls below 2.75, is dismissed from the program. According to the "Readmission to Degree Program" policy, students dismissed for academic reasons may not take additional courses, and must wait one year to apply for readmission. Sometimes, this means that the opportunity to repeat the course in which a failing grade was earned is missed. Students who are forced to take a year off from their studies may see their window of opportunity to complete their program vanish, and in some cases, students will transfer to another school to complete their degree. By creating a more reasonable policy, students will be better able to correct the problem by repeating courses and improving their GPA, and will not be forced to leave the program due to one bad outcome.

Implementation plan (what semester will new policy/policy change begin; will change be phased in; attach suggested execution)

Changes would be effective Fall, 2018. Please note that the changes proposed do not apply to the MS in Counseling programs, which will continue to follow the current policy. GCE will make sure that both policies are clearly stated in the Catalog.

Revised Academic Progress Policy for Graduate Students, 5-2-18

Retention in a Graduate Program

To maintain enrollment in a graduate program, students must maintain a minimum GPA of 3.0 in their academic program. (Please see the retention policies for the MS programs in Counseling below.)

A graduate student will be placed on probation if:

- Their overall GPA falls below 3.0.
- They receive a failing grade (below 2.0) in any course; students who fail a course must retake the course the next time it is offered in order to replace the failing grade with a passing grade.

Students on probation have one year to raise their GPA to 3.0 or better. A minimum GPA of 3.0 is required for graduation.

A graduate student enrolled in a program may be dismissed if:

- The student is found in violation of the Academic Integrity Policy
- The student violates ethical/professional standards as defined by the profession and/or the academic department
- The student receives failing grades (below 2.0) in two or more courses
- The student's GPA remains below 3.0 for three consecutive semesters

A graduate student who is dismissed from a program may seek readmission after one semester, but the decision for readmission rests with the department and/or the Dean of Graduate & Continuing Education, and is considered final.

Readmission to Graduate Degree Program

A student who has been dismissed from a program because of failure to request a leave of absence may reapply to the program. (Please see the readmission policies for the MS programs in Counseling below.)

A graduate student who is dismissed from a program for academic reasons may seek readmission after one semester, but the decision for readmission rests with the department and/or the Dean of Graduate & Continuing Education, and is considered final.

Readmission is contingent on the capability of the student to maintain at least a 3.0 GPA and on evidence that there are sufficient courses remaining in the student's program to achieve a 3.0 GPA.

Students seeking readmission to a program must reapply by completing a Petition Form. For those seeking readmission into a different degree program, the admissions process must be completed after permission from the dean is secured.

The program/policies in effect at the time of readmission are those that the student must follow.

Current Catalog Language

Retention in a Graduate Degree Program

To maintain enrollment in a graduate program, students must:

- Earn a 2.8 average in undergraduate prerequisite course work as designated by individual graduate programs. Students must earn a 2.0 in all other undergraduate prerequisite course work outside of their major. Undergraduate prerequisite courses must be finished before graduate coursework can begin.
- Maintain a cumulative average of 3.0 in graduate coursework counted toward the degree or certificate.
- Adhere to the ethical/professional standards as defined by the profession and/or the academic department.

Probation and Academic Dismissal

- A student will be placed on probation if in any semester the student's graduate GPA falls below a 3.0 average.

A student will be dismissed from the program:

- If the graduate cumulative average falls below 2.75.
- If a student on probation has a semester GPA below a 3.0 for two consecutive enrollment periods, regardless of cumulative GPA.
- If the student has accumulated more than six semester hours of graduate credit with a grade of 2.0 even though the graduate cumulative average remains 2.75 or higher.
- If the student has received a grade of 0.0.
- If the student's cumulative average in designated undergraduate prerequisite coursework falls below 2.8.
- If the student's cumulative average in undesignated undergraduate prerequisite coursework falls below 2.0.
- If the student violates ethical/professional standards as defined by the profession and/or the academic department.

Readmission to Degree Program

A student who has been dismissed from a program because of failure to request a leave of absence may reapply to the program.

A student who has been dismissed from a program for academic reasons may not register for further courses at Fitchburg State University. After a minimum time period of one year, a student may apply to Fitchburg State University for readmission.

Readmission is contingent on the capability of the student to maintain at least a 3.0 GPA and on evidence that there are sufficient courses remaining in the student's program to achieve a 3.0 GPA.

Students seeking readmission to a program must reapply by completing a Petition Form. For those seeking readmission into a different degree program, the admissions process must be completed after permission from the dean is secured.

The program/policies in effect at the time of readmission are those that the student must follow.



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Attach any letter (s) of support from professional agencies or others within or outside the university.

☒ Reviewed by Dean: Dr. Becky Copper-Glenz

Print Form

Required Signatures—Graduate and Continuing Education New Policy/Policy Change Approval

New/Changed Policy Initiator:

Brian P. Bein

Date: 3/20/18

Graduate Council Chair:

Genée M. Scappasone

Date: 5/1/18

(Indicates Graduate Council approval)

President:

Richard S. Lapinski

Date: 5/11/18