

# ACADEMIC STANDING

- Undergraduate Students (p. 1)
  - Minimum Grade Requirements (p. 1)
  - Conditional Admission (p. 1)
  - Academic Warning (p. 1)
  - Academic Probation (p. 1)
  - Academic Dismissal and Reinstatement Policy and Procedures (p. 1)
- Graduate Students (p. 2)
  - Good Standing (p. 2)
  - Academic Probation (p. 2)
  - Academic Dismissal (p. 2)
  - Graduate Reinstatement (p. 3)
- Academic Standing and Extracurricular Activities (p. 3)

## Undergraduate Students

### Minimum Grade Requirements

Students are expected to maintain a level of scholastic achievement that allows them to meet the grade requirements for graduation. Undergraduate students remain in good standing when they maintain a university grade point average of 2.0 or higher. Undergraduate students who fail to maintain the minimum required grade point average of 2.0 in all work attempted at UT San Antonio will be placed on academic warning, academic probation, or academic dismissal as appropriate.

### Conditional Admission

First-time undergraduates at UT San Antonio, including transfer students, who were admitted conditionally may enroll in no more than 13 semester credit hours in a Fall or Spring semester and no more than 7 semester credit hours in a Summer semester. Students admitted conditionally who have a semester grade point average below 2.0 during their first semester are placed on academic probation and bypass the academic warning status completely.

Students admitted conditionally must be advised by their assigned academic advisor before registration to help ensure their academic success. Additionally, they must meet with their academic advisor in their first semester to register for their second semester.

### Academic Warning

First-time undergraduates at UT San Antonio, including transfer students, who were admitted in good standing and earn a semester grade point average between 1.0 and 1.99 during their first semester at UT San Antonio are placed on academic warning.

First-time undergraduates at UT San Antonio, including transfer students, who were admitted in good standing and have a semester grade point average below 1.0 during their first semester are placed on academic probation and bypass the academic warning status completely. Students admitted on academic probation are not eligible for the academic warning status.

Students on academic warning must be advised by their assigned academic advisor prior to registration to help ensure their academic success.

At the end of their second semester of registration at UT San Antonio, the academic standing of students on academic warning will be changed

to good standing if their overall university grade point average rises to at least 2.0 or their academic standing will be changed to academic probation if their overall university grade point average remains below 2.0.

Students on academic warning may enroll in no more than 13 semester credit hours in a Fall or Spring Semester and no more than 7 semester credit hours in a Summer Semester.

### Academic Probation

Undergraduate students whose overall university grade point average falls below 2.0 (other than first-time undergraduates who meet the criteria for academic warning) are placed on academic probation.

Undergraduate students on academic probation must be advised prior to registration to help ensure their academic success. At that time, the student and the advisor will develop a remedial plan specifying expectations the student will be required to meet during the semester. Students who do not follow this plan will be subject to academic dismissal.

In order to be removed from academic probation, a student must achieve an overall university grade point average above 2.0 at the end of every term.

A student remaining below an overall university grade point average of 2.0 but who maintains a 2.0 or higher term grade point average remains on probation.

Students cannot graduate while on academic probation.

Students on academic probation may enroll in a maximum of:

- 13 semester credit hours in a Fall or Spring Semester
- 7 semester credit hours in a Summer Semester.

If students enroll in more than the maximum number of credit hours, their schedule will be reduced to the appropriate number of hours 10 days prior to the start of the semester.

### Academic Dismissal and Reinstatement Policy and Procedures

Undergraduate students on academic probation whose overall university grade point average remains below 2.0, and whose term grade point average falls below 2.0, will be placed on academic dismissal. Students seeking reinstatement must reapply for admission to the Admissions Office (<https://future.utsa.edu/admissions/returning-student/>) and pay the reinstatement fee. The application for admission may be filed online. In addition to the application and fee payment, the applicant must complete a petition packet. The packet, including instructions, may be found on the Admissions website. The application, reinstatement fee, petition form (<https://onestop.utsa.edu/forms/admissions/>) and all required supporting documentation must be on file in the Admissions Office by June 15 for the Fall Semester; October 15 for the Spring Semester; and March 15 for the Summer Semester.

### Academic Dismissal

Students, other than those classified as provisional students, who are placed on academic dismissal, may petition for readmission only after sitting out the required time (one semester - fall, spring, or summer - for first dismissals, and one calendar year for second dismissals) and completing all paperwork necessary to be considered for readmission by the appropriate deadline. Students who have been dismissed three times are not eligible for reinstatement into the University. Students seeking

reinstatement must apply for admission with the Admissions Office by June 15 for Fall Semester, October 15 for the Spring Semester, and March 15 for the Summer Semester. Students on academic dismissal from UT San Antonio may attend other institutions and transfer appropriate completed coursework to UT San Antonio, but grades earned cannot count toward or be used to improve their university grade point average. If a student does enroll at another institution, an admission decision will be made upon receipt of an official transcript that reflects grades on coursework taken at that institution during the period of dismissal from UT San Antonio. For reinstatement to be considered, transfer work requires at a minimum a 2.0 grade point average using a four-point grade scale.

Typically, a student subject to dismissal will be dismissed. A student who wishes to appeal a first dismissal should contact the student's assigned academic advisor or One Stop for processes and deadlines. Students subject to dismissal are not guaranteed readmission into UT San Antonio. The admission decision for students who have been academically dismissed for the first time is made at the College level, and will be communicated to students by the College. The admission decision for students who have been academically dismissed for the second time is made by the Reinstatement Committee and will be communicated to students by the Associate Vice Provost for Undergraduate Students who serves as the chair of the committee.

### Length of Academic Dismissal

Prior to applying for readmission to UT San Antonio after an academic dismissal, students must sit out of UT San Antonio classes for the required time:

- A student must sit out one semester (fall, spring, or summer) after a first dismissal.
- A student must sit out one calendar year after a second dismissal.
- A student who has been dismissed three times from UT San Antonio is not eligible for readmission.

### Procedures and Requirements following Petitions for Reinstatement

If the student's Petition for Reinstatement is approved by the Dean (for first dismissals) or the Reinstatement Committee (for second dismissals), the Office of Admissions will process the application for admission for the requested semester of enrollment. If the petition for reinstatement is disapproved, a student may not file another petition until the following semester. Appeal of a denial for reinstatement may be made to the Senior Vice Provost of Academic Affairs and Dean of University College within two weeks after notice of the denial is dated. The decision of the Senior Vice Provost of Academic Affairs and Dean of University College is final.

All students who are reinstated from academic dismissal are placed on academic probation and must maintain a minimum semester 2.0 grade point average every semester until they reach a UT San Antonio cumulative grade point average of 2.0. Students who have been reinstated following an academic dismissal must be advised prior to registration. At that time, the student and the advisor will develop a remedial plan specifying expectations the student will be required to meet during the semester. Students who fail to follow the requirements set by the Dean will be subject to academic dismissal.

### Advising for Reinstated Students

Students are ultimately responsible for knowing and meeting degree requirements, for enrolling in appropriate courses to ensure orderly and timely completion of their degree programs, and for following the rules and policies of UT San Antonio as found in the UT San Antonio catalog,

the current *UT San Antonio Student Policies*, and the online schedule of classes. Each academic advisor sees students assigned to them concerning all matters of their academic status, such as progress toward degree completion, graduation status, academic probation, academic dismissal, and changing majors. Students who are on academic probation who are reinstated after academic dismissal, or who have a Texas Success Initiative (TSI) deficiency are required to be advised and holds are placed on their registration records to ensure that the student meets with an advisor. Students may also be required to meet with their assigned academic advisor to obtain approval to register for restricted courses.

Students may also need to consult with the Honors College, Athletics program, or teacher certification advisors.

## Graduate Students

A graduate student's academic standing, whether the student is a doctoral student, a graduate degree-seeking student, or a special graduate student, is defined as good standing, academic probation, or academic dismissal.

### Good Standing

Good standing is the absence of any contingency that would result in the student's being on academic probation or academic dismissal.

### Academic Probation

Academic probation describes the standing of a student at the graduate level who is in one of the following categories:

1. A student who fails to achieve a grade point average in any term at UT San Antonio of 3.0 or higher, irrespective of level of courses taken.
2. A student who received a grade of "D+," "D," or "D-" in any course in a term and a grade point average of 3.0 or higher.
3. A student who does not meet all requirements for unconditional or regular admission and who, by special action, is admitted on academic probation.
4. A student who has been reinstated following academic dismissal.

Academic probation is cleared only when none of the above criteria apply and when the student achieves an overall grade point average of 3.0 as a graduate student at UT San Antonio. Students on academic probation are encouraged to discuss their status with their graduate advisor.

### Academic Dismissal

Academic dismissal occurs:

1. When a student at the graduate level earns a grade point average of less than 2.0 in any term.
2. When a student at the graduate level earns a grade of "F" in any course.
3. When a student at the graduate level is admitted on probation with conditions and fails to meet a condition.
4. When a student at the graduate level who is on academic probation during a term would again be placed on academic probation under the provisions of academic probation set forth above. If, however, the student's university grade point average for the term is at least 3.0, they will continue on academic probation.
5. When a student at the graduate level is unable to pass an oral or written exam (such as the Comprehensive Examination or Qualifying Examination) required for the degree after the maximum of two attempts. Some programs may have more stringent requirements.

6. When a student at the graduate level fails to make satisfactory progress toward the degree, as defined by UT San Antonio regulations and the regulations of the graduate program in which the student is enrolled.

## **Graduate Reinstatement**

A graduate student who has been dismissed academically may petition for reinstatement after one semester (Fall, Spring, or Summer) has elapsed from the date of dismissal. Under exceptional circumstances, a petition may be considered earlier. Students are required to complete a reinstatement packet along with a letter containing all explanations, recommendations, or doctors' statements in support of the student's request for reinstatement and submit them to the Dean of the Graduate School on or before June 15 for Fall Semesters, October 15 for Spring Semesters, or March 15 for Summer Semesters. Students will be limited to three requests for reinstatement during their academic career at UT San Antonio.

The Graduate School prepares the petition for reinstatement and submits it to the department's Graduate Program Committee. The Graduate Program Committee will review the petitioner's letter and academic record and make a recommendation concerning reinstatement to the Dean of the Graduate School. If the Petition for Reinstatement is disapproved, the student may not file another petition until the following semester. A student who has been dismissed may not graduate without first being reinstated.

## **Academic Standing and Extracurricular Activities**

Generally, a student on academic warning or academic probation is considered in good academic standing for the purposes of extracurricular activities. However, specific programs or activities may impose additional minimum standards for participation in that organization.