Academic Standing

Academic Probation, Suspension, Reinstatement, and Dismissal for Undergraduate, Graduate and Non-Degree Seeking and Faculty Senate policy approval on 10/2013, Academic Standing is a formal notice of a student’s academic progress. The rules are intended to define what is expected of students and give them an opportunity to meet the University’s academic expectations. At the end of each semester (fall, spring, summer), each student’s academic standing is reviewed for action.

Students are expected to maintain a minimum grade point average (GPA) on all work attempted at The University of West Florida. The rules are intended to define the University’s academic expectations, alert a student of the need to improve academic performance and give them an opportunity to meet the University’s academic expectations. Academic standing rules apply to all students, including non-degree students.

Students are advised that these are minimum GPA requirements for continuing at the University; to meet program graduation requirements, higher grade point averages may be needed.

Academic Standing rules are applied at the end of each semester after grades are submitted. At the end of each primary semester (Term 1) the Academic Standing is calculated. This calculation is based on the cumulative GPA hours and UWF (Institutional) cumulative GPA. Academic Standing is calculated at the career level (i.e. Undergraduate, Masters, Specialist, Doctoral), not at the program level.

*UWF/REG 3.008 (http://uwf.edu/offices/board-of-trustees/regulations)

Good Academic Standing

A master’s, specialist, or doctoral degree-seeking student who is on Academic Probation or on Academic Suspension is not in good academic standing. All other students are in good academic standing. A student must be in good academic standing in order to graduate.

Academic Probation

The intent of academic probation is to serve formal notice that a student may not be making satisfactory progress. It gives students an opportunity to demonstrate their ability to meet the University’s academic expectations.

Master’s and Specialist

A master’s or specialist student will be placed on Academic Probation by the dean of the college in which the student is enrolled at the completion of the semester during which their cumulative UWF graduate GPA falls below 3.0.

Doctoral

A doctoral student will be placed on Academic Probation by the dean of the college in which the student is enrolled at the completion of the semester during which their cumulative UWF GPA falls below 3.25.

Returning to Good Academic Standing

Master’s and Specialist

A master’s or specialist student on Academic Probation may return to good academic standing by achieving a cumulative UWF GPA of 3.0 for the next academic semester of attendance following the date that the student was placed on Academic Probation.

Doctoral

A doctoral student on Academic Probation may return to good standing by achieving a cumulative UWF GPA of 3.25 for the next academic semester of attendance following the date that the student was placed on Academic Probation.

Academic Suspension

Master’s and Specialist

A master’s or specialist student not achieving a cumulative UWF GPA of 3.0 during any semester while they are on Academic Probation may be placed on Academic Suspension from the program. The dean of the college in which the student is enrolled makes the final decision, based on input from the respective college committee, on whether the student is placed on or remains on academic suspension.

Doctoral

A doctoral student not achieving a cumulative UWF GPA of 3.25 during any semester while they are on Academic Probation may be placed on Academic Suspension from the program. The dean of the college in which the student is enrolled makes the final decision, based on input from the respective college committee, regarding which students are placed on or removed from Academic Suspension. However, students who have three consecutive semesters on probation must be placed on suspension.

Applications while on Academic Probation or Academic Suspension

Master’s and Specialist

With the approval of the department chairperson and college dean for the program from which the student was on probation or suspension, a student on Academic Probation or Academic Suspension from a graduate program may apply for admission to another UWF graduate program provided requirements for admission to that program are met.

Doctoral

With the approval of the department chairperson and college dean, a student on Academic Probation or Academic Suspension from a doctoral program may apply for admission to another UWF graduate program provided requirements for admission to that program are met.

Appeal of Academic Suspension

A master’s, specialist, or doctoral student may appeal an Academic Suspension in writing to the Provost (or designee). The following are the permitted bases for requesting an appeal:

1. there was a death in the immediate family of the student (parent, spouse, child or sibling),
2. the student suffered an illness or other event that was of such severity or duration that it actually precluded the student from being able to satisfactorily attend to their studies,
3. a member of the student’s immediate family suffered an illness that was of such severity or duration that it actually precluded the student from being able to satisfactorily attend to their studies, and
4. the student was called to active military service, or National Guard troop service for such a duration that it precluded the student from being able to satisfactorily attend to their studies.
Reinstatement after Academic Suspension

Master’s and Specialist
A student suspended from a graduate program may be considered for reinstatement by the dean of the academic college after the lapse of one academic semester during which the student is not enrolled at UWF.

In the first semester of approved reinstatement a student who achieves a semester UWF GPA higher than 3.0, but a cumulative UWF GPA lower than 3.0, will continue on Academic Probation. A student who fails to achieve a semester GPA of higher than 3.0 in the first semester of approved reinstatement will be suspended from the program.

Doctoral
A student suspended from a doctoral program may be considered for reinstatement by the academic college dean after the lapse of one academic semester during which the student is not enrolled at UWF.

In the first semester of approved reinstatement a student who achieves a semester UWF GPA higher than 3.25, but a cumulative UWF GPA lower than 3.25, will continue on Academic Probation. A student who fails to achieve a semester GPA of higher than 3.25 in the first semester of approved reinstatement will be suspended from the program. A student who has been suspended three times is not eligible for reinstatement.

Dismissal Policy
(Individual programs may have stricter guidelines listed in the University catalog.)

Students can be dismissed from a master’s, specialist, or doctoral program for the following reasons:

1. failing to meet academic standards,
2. failing to make sufficient progress towards a degree as determined by department,
3. failing to meet professional standards of the discipline,
4. denied reinstatement after academic suspension,
5. failing to apply for reinstatement in the 3 semesters following the semester of suspension,
   or
6. being suspended for the second time.

Appeal of Dismissal
A master’s, specialist, or doctoral degree-seeking student may appeal a dismissal in writing to the Provost (or designee).

Non-Degree Students
A student who is not seeking a degree while at UWF, but enrolls in classes is classified as a Non-Degree Student. Although not seeking a degree, such a student is subject to the same Academic Probation, Academic Suspension, and Reinstatement policies as a degree-seeking student by level of courses in which the student enrolled.