

Probation Contract and Action Plan

Student Name _____ Banner ID _____

Graduate Program _____

Program Director _____ Date of Request _____

Term of Suspension _____ Term(s) of Probation _____

Reason(s) for the Suspension

Reason(s) for Retaining the Student

Conditions for Probational Status

After being suspended from graduate study for poor academic performance, a graduate student may appeal for a semester on probation. If the program *and* the Graduate School approve an appeal from the student, the student will be granted one semester to bring the GPA up to 3.0 or better or to remove failing grades. That student will be considered enrolled under probationary status during the post-appeal semester.

Restrictions:

- A student can have only one probationary term per degree program. If the student was admitted provisionally, the first term counts as the probationary term.
- A student enrolled under probationary status cannot hold a graduate assistantship, fellowship, or NC Tuition Scholarship.
- A transfer course may not be used to substitute for a course in which a student earned a grade of "F" at Appalachian.

The following conditions must be met at the end of the probationary term or the student will be suspended again and unable to continue with their program at Appalachian:

1. By the end of the probationary term, the student must have achieved good standing. **Good standing is defined as minimum 3.0 cumulative GPA**, no grades of F/U, and fewer than 4 C-level grades. Please note that only one course may be repeated to change a grade during the student's program, and any course with a grade of F ***must*** be taken care of by the end of the probationary term.
2. Probationary students may not hold a graduate assistantship, NC Tuition Scholarship or graduate fellowship because those forms of support require that the student be in good standing. Student temporary employment on campus may be possible, depending upon the funding source.
3. Probationary students are not automatically considered to be making adequate academic progress; therefore, a student may need to work with financial aid to submit a petition requesting to restore any loans or grants. That petition will require a written plan of action for success endorsed by the program.
4. The Graduate School requires that a written plan of action for success be developed by the student and their advisor (see below) because **a second term on probation will not be granted.**

Success Action Plan and Conditions Required by the Graduate Program

The program should develop an action plan for success that includes required conditions for success such as required regular advising, a specific grade in a course taken in the semester on probation, tutoring, working with the University Writing Center, etc. If so, please list these conditions below.

Signatures

By signing below, we agree to the conditions for probation as outlined above. We acknowledge that students unable to meet the specified conditions by the end of the probationary period will be permanently dismissed from the graduate program.

Student Signature _____

Graduate Program Director/Advisor Signature _____

Submit the completed and signed form to the Associate Dean of the School of Graduate Studies.