

Grades Policy

Department Policy

First year Ph.D. students are required to take the preliminary exam at first offering. In order to take the preliminary exam a student must complete at least 9 hours of coursework, with no grade of "incomplete" in any course, and with at least a **3.25** grade point average.

First year PhD students must complete at least twelve hours of graduate work each semester of their first year in the program, with no grade of "incomplete" in any course, and with at least a 3.25 grade point average.

Continuation of TA appointment in the spring semester is contingent upon obtaining the minimum GPA of 3.25 in the fall semester.

Graduate School Policy

A student who receives a grade of C, D, or F in a course may repeat that course once, upon written recommendation by the department chair/program director and approval by the Dean of the Graduate School, provided the course has not been previously applied toward a degree. The grade received in a repeated course substitutes for the original grade and only the later grade is used in the Graduate School's manual calculation of the grade point average. However, all grades received appear on the student's transcript and are calculated in the official GPA.

Courses in which grades below B- (2.7) are received are not accepted for doctoral programs.

Courses in which grades below C (2.0) are received are not accepted for master's degree programs or for the removal of academic deficiencies.

Courses taken toward the fulfillment of requirements for graduate degrees may not be taken pass/fail.

Grades received in courses transferred from another institution and/or grades earned while a student was classified as a special student are not included in the calculation of grade point average.

Students whose cumulative grade point average falls below 3.0 at any time during their graduate career may be placed on probation or dismissed from their program.

Probation and Suspension

When a student's cumulative grade point average (GPA) falls below 3.00, he/she will be placed on academic probation. The student has two semesters in which to raise the cumulative GPA to 3.00 or above. If the student's cumulative GPA is at or below 2.5, a dean's administrative stop is placed on the student's record and the student may be withdrawn from course work for

upcoming semesters. However, if there are extenuating circumstances, the department chair/program director may petition the Dean of the Graduate School showing compelling reasons for the student to be granted a chance to continue.

A provisionally admitted student whose GPA falls below 3.0 has a dean's administrative stop placed on his/her record pending a review by the major department and the Graduate School. If there are extenuating circumstances, the department chair/program director may petition the Dean of the Graduate School showing compelling reasons for the student to be granted a chance to continue. Such petition must define the conditions of continuation and the conditions under which the student will be dismissed from the program.