

**Admission, Readmission, and Academic Standing,
Probation, Suspension & Dismissal Policy**

Approved by the

Faculty Senate on October 23, 2007

Board of Trustees on November 14, 2007

North Carolina Agricultural & Technical State University

Admission Policy Recommendations

1. Minimum Admission Criteria for the University

Along with the current minimum course requirements, applicants for freshmen admission must present a combined Mathematics and Critical Reading Scholastic Assessment Test (SAT) score of 750 or higher (or an ACT score of 16 or higher) *and* must have a minimum high school grade point average (GPA) of 2.25. These changes to the University's admission criteria are to be implemented to apply to admission decisions for the incoming freshmen cohort of 2008.

2. Admission criteria for out-of-state new freshmen:

Along with the current minimum course requirements, out-of state applicants must present a combined Mathematics and Critical Reading Scholastic Assessment Test (SAT) score of 950 or higher (or an ACT score of 20 or higher) *and* must have a minimum high school grade point average (GPA) of 2.85. These changes to the University's admission criteria are to be implemented to apply to admission decisions for the incoming freshmen cohort of 2008.

Academic Standing, Academic Probation, Academic Suspension, and Academic Dismissal Policy Recommendations

3. Academic Standing and Academic Progress

Students are allowed to continue enrollment if they meet the following minimum cumulative grade point average criteria:

Credit Hours Attempted at NCAT Plus Credit Hours Transferred	Minimum Cumulative GPA
1-12	1.60
13-24	1.75
25-36	1.90
37 or more	2.0

To earn an undergraduate bachelor's degree at North Carolina A&T State University requires earning a total of 124 – 128 credit hours following a curriculum specified by the faculty. Students are advised that the failure to earn credit for courses attempted or the failure to follow the approved curriculum for their major will increase the time required to earn a degree as well as increase the total costs of a degree. **Students are also advised that a 25% surcharge is added to the tuition bill for attempted credit hours above 140 hours. The calculation of the 140 attempted credit hours will exclude hours earned through advanced placement examination, through institutional advanced placement or course validation, attempted hours during summer terms or excess hours taken during 8 semesters for a four year program.** For guidance purposes, students are also advised that to make normal progress toward graduating in four years, a student must earn 15 to 16 credit hours per semester.

Students are expected to be aware of their academic standing and academic progress toward their degree (compliance with their curriculum, attempted hours, and earned credit hours) at all times.

The University, on the recommendation of a student's major academic area, reserves the right to deny enrollment to any student, even if the grade point average (GPA) meets the minimum standards listed above, if it is apparent from the student's academic record that the student is not making satisfactory academic progress toward meeting the required graduation requirements for their major.

Academic Probation

A student will be placed on academic probation when he or she fails to meet the cumulative grade point average listed above at the end of an academic semester.

Terms of Academic Probation:

- A. Students placed on academic probation for the first time are required to enroll in and pass the Academic Skills Course (0 credit, graded Pass/Fail) conducted by the Center for Academic Excellence. Failure to take and pass this course will result in immediate academic suspension.
- B. Students on academic probation must earn a minimum 2.00 current GPA for each term to be eligible to enroll until academic good standing is restored.
- C. In consultation with their academic advisors, students on Academic Probation must develop an academic plan of action for each semester they are on probation. The student, the academic advisor, the academic unit's retention coordinator and the Office of Enrollment Management will receive copies of the academic plan of action for information purposes and for monitoring compliance.
- D. Students on academic probation shall be limited to a maximum of 15 credit hours per semester in the fall and spring semesters. Students on probation may enroll in a maximum of 7 credit hours per session during summer school. Students on probation must consult with their academic advisors in choosing classes and credit hour loads.

Students are expected to be aware of their academic standing at all times and are responsible for knowing whether or not they are on academic probation.

Academic Suspension

A student will be placed on academic suspension for one semester if he or she fails to earn a 2.0 current GPA each term of the probationary period.

Students placed on academic suspension are denied permission to enroll for the next regular spring or fall semester, whichever comes first. Suspended students may enroll in summer school for a maximum of 7 credit hours per summer session. After a one-semester academic suspension, students may apply for readmission to the University. The student's department and school/college must approve the readmission. Students must be accepted into an academic department in order to be readmitted after suspension. During this readmission process, students may simultaneously seek and execute a change of major. Such a change of major and the student's readmission must be approved by the student's new academic department. Students are advised to begin the readmission process/change of major with their department and school/college prior to the University's posted application deadline(s).

An academically suspended student who has not been enrolled at North Carolina Agricultural and Technical State University for at least 5 years (10 consecutive spring and fall semesters) may be eligible for one readmission under the "Five Year Readmission Policy" described in the Undergraduate Bulletin. If readmitted, a student will return carrying academic probation status, which will be maintained until the student achieves good academic standing.

In consultation with their academic advisors, students on Academic Probation after Academic Suspension must develop an academic plan of action for each semester they are on probation.

The student, the academic advisor, the academic unit's retention coordinator and the Office of Enrollment Management will receive copies of the academic plan of action for information purposes and for monitoring compliance.

Suspended students wishing to appeal their academic suspension may appeal in writing to the Dean of their academic unit (for undecided students, the Director for the Center for Academic Excellence) by the appeals deadline in the academic calendar. Academic suspension appeals are considered where circumstances beyond a student's control have interfered with the student's academic progress. An appeal of suspension should include: (a) Academic term of suspension for which the appeal is being made; (b) An explanation of the circumstances that interfered with academic performance; (c) Supporting documentation of the circumstances that merit the appeal; (d) How the circumstances that generated poor academic performance have been resolved; and (e) The student's plans for ensuring satisfactory academic progress in the coming academic term should the appeal be approved. Academic suspension appeals will be reviewed by the Dean's office (or, in the case of undecided students, the Director's office for the Center for Academic Excellence). Students will be notified of the decision of the appeal in writing. If an appeal of suspension is successful, the student will return carrying academic probation status, which will be maintained until the student achieves good academic standing.

Academic Dismissal

Academic dismissal will occur when a student returns after one semester out, or a successful appeal after suspension, and fails to achieve a minimum 2.0 current GPA for the term.

Students who have been academically dismissed cannot enroll at North Carolina A&T State University during either the regular fall and spring semesters or in summer school.

One year after an academic dismissal, students may apply for readmission to the University. The student's department and school/college must approve the readmission. Students must be accepted into an academic department in order to be readmitted after suspension. During this readmission process, students may simultaneously seek and execute a change of major. Such a change of major and the student's readmission must be approved by the student's new academic department. Students are advised to begin the readmission process with their department and school/college prior to the University's posted application deadline(s).

An academically dismissed student who has not been enrolled at North Carolina Agricultural and Technical State University for at least 5 years (10 consecutive spring and fall semesters) may be eligible for one readmission under the "Five Year Readmission Policy" described in the Undergraduate Bulletin. If readmitted, a student will return carrying academic probation status which will be maintained until the student achieves good academic standing.

In consultation with their academic advisors, students on Academic Probation after Academic Dismissal must develop an academic plan of action for each semester they are on probation. The student, the academic advisor, the academic unit's retention coordinator and the Office of Enrollment Management will receive copies of the academic plan of action for information purposes and for monitoring compliance.

Enabling Recommendations: The recommended policy on Academic Standing, Academic Probation, Academic Suspension, and Academic Dismissal requires three additional changes in policy: the monitoring of earned hours on both a semester and cumulative basis; the creation of retention coordinators within each academic unit; and a new, zero credit academic skills course for students on academic probation

3a. Monitoring Earned Hours of Undergraduate Students

At the end of each fall and spring semester, all full-time students who did not earn credit for at least 12 credit hours during that semester will be notified that their rate of academic progress is unsatisfactory. The letter will contain both the current and cumulative earned hours and suggest that the student seek advice from the retention coordinator for their program. The appropriate retention coordinator will receive a copy of the letter.

3b. Retention Coordinators:

All academic units will appoint at least 1 Retention Coordinator for their unit who will be responsible for monitoring students on academic probation. The unit's Retention Coordinator will be responsible for advising students on probation as well as monitoring student compliance with their academic action plan and their mid-term grades. The retention coordinators will also monitor earned credit hour reports (3a above) and advise and make recommendations to students who fall below the 12 earned hours per semester minimum.

3c. Academic Skills Course

Strategies for Academic Success 0 Credit (0:2)

Enrollment required of, and restricted to, students who are placed on academic probation.

Attendance requirements enforced.

Graded P/NP (Pass/Not Pass)

Failure to register for SAS 100 and to attend the first class meeting will result in immediate academic suspension. If extraordinary circumstances prevent students from attending the first class meeting, they should contact the Retention Coordinator in Student Academic Services prior to that meeting to avoid immediate suspension.

Topics will include self-assessment, motivation, goal-setting, study skills, learning styles, time management, and campus resources. Students will develop and follow an individualized learning plan to address their particular challenges and needs. (Fall & Spring & Summer)

Students enrolling in this course will be assessed a fee of \$100 to defray the costs of providing instruction for this course.

This revised policy will become effective for students admitted, or readmitted, for the fall 2008 semester and thereafter.

Readmission Policy Recommendations

4. Readmission of Former Students

All students who voluntarily withdraw from the University, leave the University or are suspended or dismissed from the University, must complete a readmission application which is obtained from the Office of the Registrar or may be accessed online at www.ncat.edu. (Note: Go to *Prospective Students* and link to *Registrar's Office*.)

All students who voluntarily withdraw from the University, leave the University, or are suspended or dismissed from the University, must have their readmission applications reviewed and their readmission approved by the respective academic department and school/college. Readmitted students may not be readmitted as “undecided.” During this readmission process, students may simultaneously seek and execute a change of major. Such a change of major and the student’s readmission must be supported by the student’s new academic department. Students are advised to begin the readmission process with their department and school/college prior to the University’s posted application deadline(s).

A student who has not been enrolled at North Carolina Agricultural and Technical State University for at least 5 years (10 consecutive spring and fall semesters) may be eligible for one readmission under the “Five-Year Readmission Policy” described elsewhere in the Undergraduate Bulletin. If readmitted, a student who fails to meet the current criteria for good academic standing will return carrying academic probation status, which will be maintained until the student achieves good academic standing.

All readmitted students, in consultation with their academic advisors, must develop an academic plan of action for the first semester that they are readmitted. Students readmitted under academic probation must, in consultation with their academic advisors, develop an academic plan of action for each semester that they are on probation. The student, the academic advisor, the academic unit’s retention coordinator and the Office of Enrollment Management will receive copies of the academic plan of action for information purposes and for monitoring compliance.

Former students whose attendance at A&T has been interrupted by the University for disciplinary reasons must also apply to the Vice Chancellor for Student Affairs for approval to be readmitted.

5. Five-Year Readmission Policy

Any previously enrolled undergraduate student who has not been enrolled at North Carolina Agricultural and Technical State University for at least 5 years (10 consecutive fall and spring semesters) may be eligible for one readmission under the “Five-Year Readmission Policy.” To be eligible for this policy, the student must be eligible for readmission under the policy for “Readmission of Former Students” described elsewhere in the Undergraduate Bulletin.

Under the “Five-Year Readmission Policy,” only previously taken courses in which a grade of “C” or better was earned will be counted toward graduation. The computation of the cumulative

grade point average for students who are readmitted under this policy will begin at the time enrollment is resumed after readmission. This policy will not, however, alter the student's original academic record.

If readmitted under this policy, a student will return carrying academic probation status, which will be maintained until the student achieves good academic standing. To achieve and remain in good academic standing, students readmitted under the "Five-Year Readmission Policy" must maintain a minimum cumulative grade point average of 2.00 or greater.

Students who choose to seek readmission under this policy may be recognized as graduating with honors at Commencement if a minimum of 60 percent of the credit hours required for the degree program are earned at North Carolina Agricultural and Technical State University after readmission under this policy.

All students readmitted under this policy, in consultation with their academic advisors, must develop an academic plan of action for the first semester they are readmitted. The student, the academic advisor, the academic unit's retention coordinator and the Office of Enrollment Management will receive copies of the academic plan of action for information purposes and for monitoring compliance.

The decision to seek readmission under the "Five-Year Readmission Policy" must be made by the student at the time he or she seeks readmission to the University. Once made, that decision is irrevocable.