

Academic Dismissal Procedure – College of Graduate Studies

- The decision to dismiss should be made by the academic department/college in accordance with procedures established by the respective academic college and the Academic Standards for the College of Graduate Studies.
- Notification of dismissal should be sent in a timely manner as soon as final grades have been posted and the Low GPA Reports have been distributed by the College of Graduate Studies.
 - Notification should be sent by the academic department/college directly to the student with a copy to the College of Graduate Studies to ensure timely notification.
 - Written notification should be sent to students' official utad e-mail address with a hardcopy sent through postal mail.
- Upon receipt of the dismissal notification, the College of Graduate Studies will follow up to the student with a standard letter from the Dean of the Graduate College and will notify the Registrar's Office.