

# JUDITH HERB COLLEGE OF EDUCATION

## GRADUATE STUDENT ACADEMIC SUSPENSION

### ACADEMIC SUSPENSION

Graduate students in the Judith Herb College of Education may be placed on academic suspension by the Associate Dean of Graduate Studies based on substantive academic issues. Students must be given a minimum of one semester on academic probation before being subject to academic suspension.

Reasons for suspension include, but are not limited to, the following:

- Lack of progress in raising the cumulative GPA to at least a 3.0 after appropriate probation
- Lack of improving academic progress including, but not limited to, completing courses or other program requirements which may be indicated by multiple unsatisfactory (U) grades or other documentation
- Exceeding the credits hours required by the plan of study, including dissertation credits, by a significant amount and without approval
- Exceeding the time limitation for the degree program without petitioning for a time extension

Suspensions are for a minimum of one academic semester. Students who are suspended from their program will be placed on inactive status and will be ineligible to register for classes. To be reinstated, the student must submit a written petition to the Associate Dean of Graduate Studies for reinstatement to their program.

### SUSPENSION PROCESS

When an issue of academic concern persists, the associate dean will review the case and issue the decision regarding suspension. The student will be notified that they have been placed on suspension by the Associate Dean of Graduate Studies in writing to the student's official UT email. Procedures to be reinstated will be provided. The faculty advisor, the Department Chair, and the College of Graduate Studies will also be notified in writing by the Associate Dean.

### REINSTATEMENT PROCESS

The student meets with their faculty advisor to review their academic progress and develop a plan for improving their academic progress prior to submitting the petition for readmission.

The student prepares the written petition. The petition should outline the requirements for satisfactory academic progress that are not being met. The statement should include specific information which explains how satisfactory progress toward the degree can be regained and what must be accomplished to continue in the program and/or to fulfill all requirements for graduation. Specific benchmarks and timelines should be established and included in the statement to ensure expectations and requirements have been clearly communicated to the student and documented for review at the conclusion of the next term of enrollment.

The faculty advisor reviews the written petition and requires revisions or approves the plan described in the petition.

The petition, signed by both the student and the faculty advisor, is submitted by the student to the Associate Dean of Graduate Studies. If acceptable, the student will be reinstated and will be eligible to register for the next academic semester.