



RETURN TO:

College of Graduate Studies

Main Campus

University Hall Room 3240
Mail Stop 933

Health Science Campus

Mulford Library Room 117
Mail Stop 1042

Graduate Student Academic Progress Review

Description: This form is required when a graduate student's cumulative grade point average (GPA) is below the 3.0 requirement for two or more consecutive terms. It is required after each term that a student does not meet the cumulative GPA requirement for two or more consecutive terms, if the student is permitted to continue in the graduate degree program.

Instructions: It is the responsibility of the student and advisor/ graduate program director (or appropriate contact as determined by the academic college), to ensure this form is completed and submitted to the College of Graduate Studies in a timely manner after grades are posted at the conclusion of term. As part of the process, a review of the [Academic Standards for the College of Graduate Studies](#) is required.

Important Note: Any student who is awarded a graduate assistantship and has a cumulative GPA below the minimum 3.0 cumulative requirement is required to have this form (and other required documents as indicated below) submitted to and reviewed by the Graduate College before the GAPA will be processed. Failure to submit the form in a timely manner, may result in delays of processing payroll and tuition awards.

Last Name: _____	First Name: _____	MI: _____
Rocket ID: _____	First Semester Enrolled in Degree Program(term/year): _____	
College: _____	Degree: _____	Major: _____
Current Cumulative GPA: _____	Most Recent Term GPA: _____	
Time Limitation for Degree (term/year): _____	Expected Graduation (term/year): _____	

1. Is there an approved Plan of Study (POS) on file with the College of Graduate Studies? Yes No
 - If no, a completed POS must accompany this form.
 - If yes, it should be reviewed, and if an amended one is needed, it must accompany this form.

2. Has the student registered for project, thesis or dissertation credit hours? Yes No
 - If yes, is there a GRAD form on file with the College of Graduate Studies? Yes No
 - If no, and the student has registered for project, thesis or dissertation credits, has the advisor discussed with the student when the GRAD form will be completed? Yes No

3. Does the student have coursework that will be out-of-date based upon the expected term of graduation? Yes No
 - If yes, the extension/recertification information should be reviewed. An amended Plan of Study or the appropriate extension/recertification form must be submitted.

4. *A statement outlining the requirements for satisfactory progress that are not being met must be attached to this form.* 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

