



**CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA
POLICY NO: 1430**

ACADEMIC STANDING – UNDERGRADUATE STUDENTS

1. PURPOSE

The purpose of this policy is to establish the criteria for assignment of Academic Notice and Disqualification academic standings to undergraduate students. The minimum requirements for Academic Notice and Disqualification are established under Executive Order No. 1038, Sections 41300 and 41300.1 of Title 5 of the California Code of Regulations, and Chapter III, Sections 1 and 2 of the Standing Orders of the Board of Trustees of the California State University.

2. GOOD STANDING

An undergraduate student is considered to be in good standing when a cumulative grade point average of 2.0 (C) for all university level work attempted and for all such work attempted at Cal Poly Pomona is earned.

If a student's GPA remains below 2.0 for more than two consecutive semesters, the student will not be certified for veteran educational benefits until the academic status of the student is restored to good standing.

3. ACADEMIC WARNING

All undergraduate students with a Cal Poly Pomona GPA and Major GPA of less than 2.2 will have an advising hold placed systematically on their record. These students will not be able to register until they have cleared this hold through an advising intervention.

4. ACADEMIC NOTICE

An undergraduate student shall be placed on Academic Notice if at any time the cumulative grade point average in all college work attempted or cumulative grade point average for work attempted at Cal Poly Pomona falls below 2.0. The student shall be advised of Academic Notice status promptly. The first time an undergraduate student's cumulative grade point average in either work attempted at Cal Poly Pomona or for all college level work attempted falls below 2.0 they shall be placed on Academic Notice, even in circumstances where their GPA falls below the Academic Notice with Contract thresholds as described under section 5 of this policy. An undergraduate student shall be removed from Academic Notice when the cumulative grade point average in all college work attempted, and the Cal Poly Pomona cumulative grade point average is 2.0 or higher. After the first occurrence of the GPA



falling below 2.0, students may be academically disqualified as detailed in section 5 of this policy without first being put on Academic Notice.

5. ACADEMIC NOTICE with CONTRACT and DISQUALIFICATION

After attempting 12 semester units at Cal Poly Pomona, an undergraduate student is considered to have Academic Notice with Contract standing if at any time:

- a) As a freshman (less than 30 semester units of college work completed) the student's cumulative grade point average falls below 1.50 in all units attempted at Cal Poly Pomona, or in all college level course work attempted overall.
- b) As a sophomore (30 through 59 semester units of college work completed) the student's cumulative grade point average falls below 1.70 for all units attempted at Cal Poly Pomona, or in all college level course work attempted overall.
- c) As a junior (60 through 89 semester units of college work completed) the student's cumulative grade point average falls below 1.85 for all units attempted at Cal Poly Pomona, or in all college level course work attempted overall.
- d) As a senior (90 or more semester units of college work completed) the student's cumulative grade point average falls below 1.95 for all units attempted at Cal Poly Pomona, or in all college level course work attempted overall.

An undergraduate student who is assigned Academic Notice with Contract standing will be permitted to attend for at least one semester. These students shall be notified of their Academic Notice with Contract Standing before the beginning of the semester following the assignment of that academic standing. Students who have Academic Notice with Contract standing at the beginning of a summer enrollment break shall be notified at least one month before the start of the fall term. The notification shall advise the student that the Academic Notice with Contract standing is effective immediately. The notification shall include any conditions which, if met, will result in permission to continue in enrollment. Failure to notify students does not create the right of a student to continue enrollment.

Students who have Academic Notice with Contract standing have the right to be considered for continued enrollment each term. To do so, the student must meet with their advisor or retention and graduation specialist AND maintain a term GPA of a 2.0 or better each subsequent term. Students having Academic Notice with Contract standing may take no more than 13 semester units in the Fall and Spring terms (not more than 3 semester units in Winter terms, and 7 semester units in Summer terms) until their overall and Cal Poly Pomona grade point average is 2.0 or better. If students meet these criteria, they will be permitted to continue enrollment. If students do not meet these criteria, they will be academically disqualified.

Students can fall into Disqualification in two ways:

1. If students do not meet the term GPA of 2.0 or higher at the end of any term following their first Academic Notice with Contract status, while they remain in Academic Notice with Contract status.



2. If, after a first Academic Notice with Contract status, students successfully raise their CPP and Overall GPA above the Academic Notice with Contract threshold, but then their GPA falls below the threshold in a subsequent term, they will be automatically disqualified from CPP. All academically disqualified students shall be notified of their disqualification.

Students who do not attend two semesters consecutively in one calendar year are considered to have broken continuous enrollment status.

Students have the right to appeal their eligibility to enroll after Disqualification by contacting the Office of Student Success. Only in extraordinary circumstances will appeals be considered. A successful appeal request is considered a reinstatement. However, no reinstatement petition or advising contract is required. Students may not appeal a second disqualification.

Upon initial disqualification, students may request consideration for reinstatement only after presentation to the university of satisfactory evidence that they have improved their chances of scholastic success. After reinstatement, students must maintain a grade point average of 2.0 or better each subsequent semester and may take no more than 13 units until the overall and Cal Poly Pomona grade point average is 2.0 or better.

6. ADMINISTRATIVE-ACADEMIC NOTICE

An undergraduate student may be placed on Administrative-Academic Notice for any of the following reasons:

- a) Withdrawal from more than two-thirds of a program of study in two successive semesters or in any three semesters. A student whose withdrawal is directly associated with a chronic or recurring medical condition or its treatment is not to be subject to Administrative- Academic Notice for such withdrawal.
- b) Repeated failure to progress toward the stated degree objective or other program objective, including that resulting from assignment of 15 semester units of No Credit, when such failure appears to be due to circumstances within the control of the student. This may also include students who have not declared a major, and students who are no longer taking courses in their declared major.
- c) Failure to comply, after due notice, with an academic requirement or regulation, as defined by campus policy, which is routine for all students or a defined group of students (example: failure to complete a required CSU or campus examination, failure to complete a required practicum, failure to comply with professional standards appropriate to the field of study, failure to complete a specified number of units as a condition for receiving student financial aid or making satisfactory progress in the academic program) .

When such action is taken, the student shall be notified in writing and shall be



provided with the conditions for removal from Academic Notice and the circumstances that would lead to disqualification, should Academic Notice not be removed.

7. ADMINISTRATIVE-ACADEMIC DISQUALIFICATION

A student who has been placed on Administrative-Academic Notice may be disqualified from further attendance if:

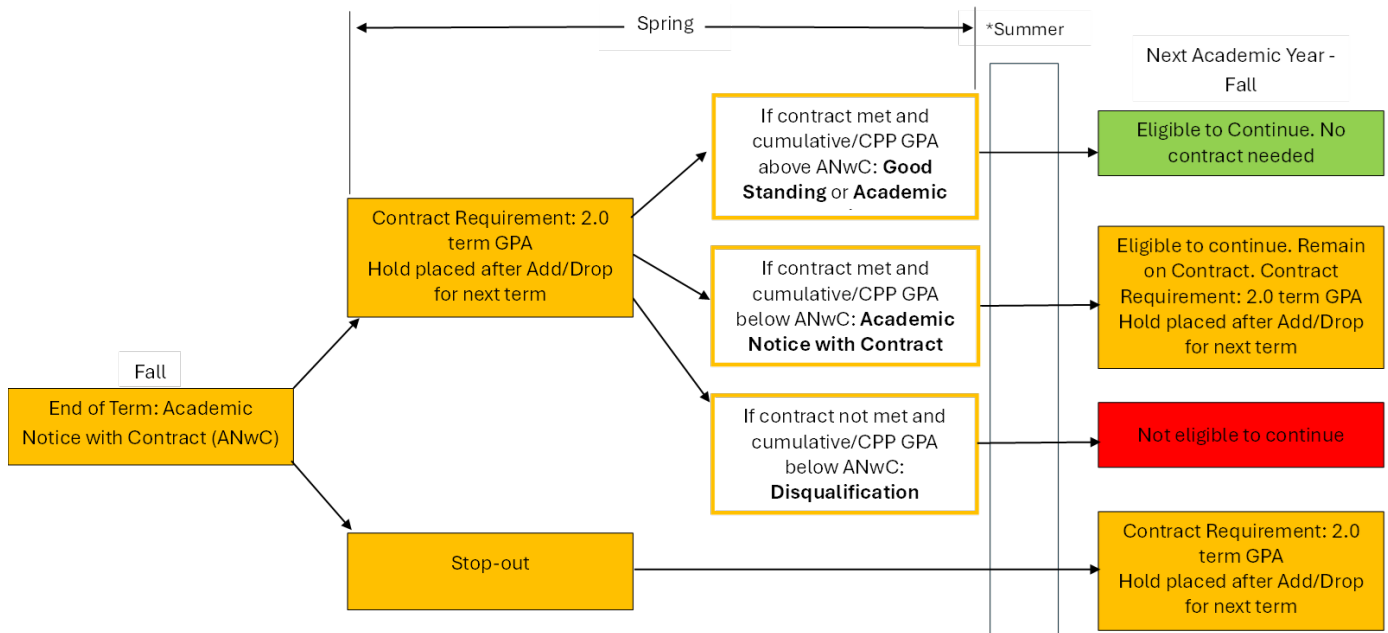
- a) The conditions for removal of Administrative-Academic Notice are not met within the period specified.
- b) The student becomes subject to Academic Notice while on Administrative-Academic Notice.
- c) The student becomes subject to Administrative-Academic Notice for the same or similar reason for which they have been placed on Administrative-Academic Notice previously, although not currently in such status.

When a student has been placed on Administrative-Academic Disqualification they shall receive written notification including an explanation of the basis for the action.

In addition, the Office of Student Success may disqualify a student who at any time during enrollment has demonstrated behavior so contrary to the standards of the profession for which the student is preparing as to render them unfit for the profession. In such cases, disqualification will occur immediately upon notice to the student, which shall include an explanation of the basis for the action, and the campus may require the student to discontinue enrollment as of the date of the notification.

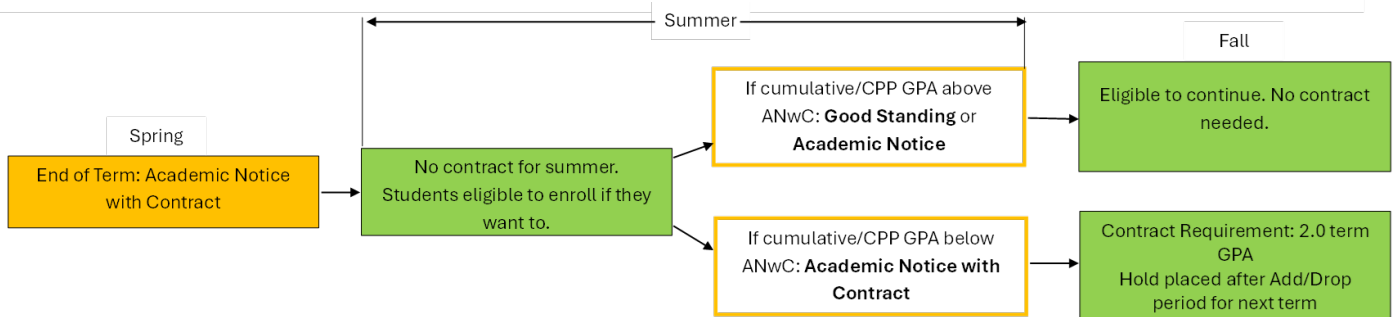


Example:



*Process proposal for summer terms

Summer terms will not count towards the outcome of the Disqualification contract, unless grades during summer move students to **Academic Notice** or **Good Standing**



However, if students become disqualified for the first-time during summer, they will be on contract the subsequent term

