

# Academic Concerns and Status

## **Academic Actions and Exceptions**

Academic actions and exceptions are used to record a student's progress through the university and to document various administrative and academic situations. Actions can be grouped into two broad categories:

- those that permit exceptions to program requirements and school/university policies *and*
- those that affect a student's standing in the university—e.g., probation or transferring from one program to another.

As the undergraduate dean's office, the School of Education Student Services office is responsible for reviewing, approving, documenting, and sometimes initiating academic actions and exceptions. To be posted to a student's record, exceptions must go through several steps. Exceptions may be initiated either by program faculty/staff or by Student Services staff, who often consult about a specific exception. Once an exception has been approved, it is processed either as an official "Dean's action" or as a DARS exception. Students can find a record of dean's actions on their printed unofficial transcript (also called the student record) or on their DARS report. A DARS exception will be reflected in the individual student's DARS report.

Exceptions to faculty approved program requirements generally include course substitutions and rarely involve course or program requirement waivers. Exceptions to campus or School policies include permission for adding or dropping a course beyond the deadlines, waiving senior or major residency requirements, extending the deadline for meeting a deficiency or finishing an Incomplete, and permitting students to repeat a course for credit. A request for an exception requires careful consideration from all parties involved. Students should be prepared to explain the reasoning behind a request and offer supporting documentation.

Substantial consultation time with faculty, staff, and/or deans may be required, so students should not expect to receive an immediate answer to a request during the initial appointment.

## **Academic Standing: Dean's List, Academic Probation, Etc.**

To remain in good academic standing in the School of Education, students must earn both a semester grade point average (GPA) and a cumulative grade point average of at least 2.5. While the 2.5 grade point average may not be sufficient to permit students to be considered for admission to their program of choice, it is the minimum required to remain in the

School of Education. This may be substantially higher than minimum grade point average requirements in other schools/colleges on campus.

### **Dean's List**

Students have at least a 2.5 cumulative GPA and 3.5 or higher for the semester. Students must have received no incompletes in graded courses, no unreported grades, or end-of-semester academic actions for the semester. Credit/no credit and pass/fail courses are not considered in meeting the requirements for the Dean's List.

### **Probation**

A student's grade point average for a particular semester falls below 2.5, while the cumulative campus GPA remains at or above 2.5. Students must earn a minimum 2.5 grade point average on the next semester's coursework to be removed from probation status.

### **Strict Probation**

Strict Probation occurs when either (1) a student's cumulative GPA falls below a 2.5 OR (2) a student already on probation earns less than a 2.5 grade point average for the subsequent semester. To be in good academic standing, students on strict probation must earn both a 2.5 GPA on the next semester's coursework and also have a cumulative GPA of 2.5 by the end of the next semester. Students on Strict Probation status have an enrollment hold placed on their record for the subsequent semester. These students are not permitted to enroll until they have met with an advisor in the School of Education Student Services office.

### **Continued Strict Probation**

A student already on strict probation obtained a 2.5 GPA or above on the next semester's coursework, but the cumulative GPA is still below 2.5. Once both grade point averages are at or above 2.5, the student will be in good academic standing. Students on Continued Strict Probation status have an enrollment hold placed on their record for the subsequent semester. These students are not permitted to enroll until they have met with a Student Services advisor.

### **May Not Continue in the School of Education**

Students on strict probation or continued strict probation who earn less than a 2.5 GPA on the next semester's work will receive notice that they may not continue in the School of Education. Students on May Not Continue status who do not seek or are not granted permission to continue may be withdrawn from the university and dropped from courses ("disenrolled"). Students are expected to contact the School of Education Student Services office immediately to discuss options, including transfer to another school or college on campus, transfer to another university, or withdrawal from UW–Madison.