ACADEMIC STANDING REGULATIONS

The Academic Standing Board monitors the progress of all undergraduate degree candidates at the end of each fall and spring semester to ensure that they are making appropriate progress toward earning their degrees in terms of the grades and number of credit-hours earned each semester. All degree candidates begin their academic careers in good standing. Those who fail to meet the requirements to continue in good standing, as defined below, are automatically placed on academic probation for the following semester in order to signal the need to improve their academic performance. Those who fail to meet a minimum set of academic standards defined below or who do not return to good standing after a semester of academic probation are ordinarily separated from the university for a period of two academic sessions, including the summer session.

Good Academic Standing

Full-time First-Year and Transfer Students in the First Semester

In order to maintain good academic standing at the end of the first semester at Case Western Reserve University, a full-time (i.e., enrolled in at least 12 credit-hours at the end of the drop/add period) first-year student or new transfer student must:

1. earn a semester grade point average of 2.000 or higher AND
2. earn a minimum of 9 credit-hours in that semester.

Full-time Students After the First Semester

Following the first semester of the first year, full-time students (i.e., those enrolled in at least 12 credit-hours at the end of the drop/add period) will be in good standing provided they:

1. earn a semester grade point average of 2.000 or higher AND
2. earn a minimum of 12 credit-hours in that semester.

Part-time Students

Part-time students (i.e., those enrolled in fewer than 12 credit-hours at the end of the drop/add period) will be in good standing if they earn a semester grade point average of 2.000 or higher.

NOTE: Any student with incomplete grades at the end of a semester may be placed on “probation (incomplete)” or made “ineligible to register,” as described below.

Academic Probation

Students who, at the end of any semester, fail to maintain the standard of performance required for good standing as specified above will be automatically placed on probation. In order to continue for the next semester, students on probation are required to review their course schedules with their deans in the Office of Undergraduate Studies before the end of the drop/add period. While on probation, students are ineligible to represent the university in intercollegiate activities and may not hold an elective or appointed office or chair a committee in any campus organization. In addition, they may not earn degree credit for work completed at another college or university during the period of probation without special permission.

When placed on academic probation, students will be expected to perform at a level that will return them to good standing at the end of the next semester. If they fail to return to good standing at the end of the following semester, they will be considered for separation from the university for at least two academic sessions, including the summer session.

A full-time student placed on probation who subsequently enrolls as a part-time student will not be reviewed for further academic action until he or she has completed sufficient semesters to total at least 12 credit-hours. At that time, the student will be reviewed on the basis of a composite of those semesters.

Similarly, a student who goes on probation as a part-time student will not be reviewed for further academic action until he or she has completed sufficient semesters to total at least the number of credit-hours attempted in the semester for which the student was placed on probation. At that time, the student will be reviewed on the basis of a composite of those semesters and will be expected to have earned at least the number of credit-hours attempted in the semester for which he or she was placed on probation.

Academic probation is part of a student’s record at Case Western Reserve University recorded on the internal unofficial/advising transcript, but beginning in Fall 2017, is not recorded on the official transcript.

Probation (Incomplete):

A student’s status will be Probation (Incomplete) if he or she has incomplete grades which would result in the student’s being placed on academic probation if those incomplete grades were converted to F’s. Once the Incompletes are converted to final grades, the student shall be restored to good standing or placed on academic probation as determined by the semester grade point average and the number of credit-hours earned. In order to continue for the next semester, a student whose status remains Probation (Incomplete) is required to review their course schedule with their dean in the Office of Undergraduate Studies before the end of the drop/add period.

Separation

Students on academic probation who fail to return to good standing at the end of the following semester will be considered for separation from the university for at least two academic sessions, including the summer session.

Also, full-time students at the end of their first semester at Case Western Reserve University will be considered for separation without a semester of probation if they:

1. earn a semester grade point average less than 1.000 AND
2. earn fewer than 9 credit-hours in that semester.

After the first semester, full-time students will be considered for separation without a semester of probation if they:

1. earn a semester grade point average less than 1.000 OR
2. earn fewer than 9 credit-hours in that semester.

Part-time students are not considered for separation without already being on probation, but will be reviewed for separation if they fail to return to good standing after a period of probation.

While separation is the ordinary response to academic records of the kind just described, it is not an automatic process. Students being considered
for separation will be asked to prepare a statement explaining the
difficulties that interfered with their ability to earn a satisfactory record.
This is the student's opportunity to appeal separation. If a student thinks
he or she should not be separated, the statement should include an
explanation of why the Academic Standing Board should have confidence
in the student's ability to return to good standing at the end of the next
semester and should outline the plan the student has established for
ensuring academic success. The Academic Standing Board will decide
to separate the student or to place or continue the student on academic
probation based on a review of the student's statement and the academic
record. In order to continue for the upcoming semester, students placed
or continued on probation are required to review their course schedules
with their deans in the Office of Undergraduate Studies before the end of
the drop/add period.

Academic separations are recorded on both the unofficial/advising
transcript and the official university transcript.

Students separated for reasons of academic performance may not earn
transfer credit for work completed elsewhere.

**Readmission from Separation**
Students who have been separated because of poor academic
performance may petition for readmission after two academic sessions,
including the summer session, have elapsed. Students readmitted after
being separated for reasons of academic performance will retain all
credits and quality points earned before separation, and the cumulative
grade point average will be continued, including all grades earned before
and after separation.

**Permanent Separation**
A second academic separation following review by the Academic
Standing Board will ordinarily be permanent.

**Ineligible to Register**
Students will be declared “ineligible to register” when they have
Incomplete grades which would result in the student's being considered
for separation if those Incomplete grades were converted to F's. These
students will be required to finish the incomplete courses with grades
that justify their retention before they will be allowed to continue for the
next academic session, unless they successfully petition the Academic
Standing Board for permission to enroll.

**Summer Enrollment at Case Western Reserve University**
Students will not be reviewed for academic action at the end of the
summer session except in the following two situations:

1. A student on academic probation as of the end of the spring
   semester will be returned to good standing at the end of the summer
   session if he or she has completed at least 6 credit-hours at Case
   Western Reserve University with a summer grade point average of at
   least 2.000.
2. Nursing students who enroll during the summer session for a full
   course-load (at least 12 credit-hours) that includes the capstone
   course will be reviewed according to the standards of a regular fall or
   spring semester.