

ACADEMIC STANDING

Academic Standing Rules and Regulations

Academic standing and credit completion are monitored for all students at the end of each semester (including summer) by the registrar. The student and academic advisor(s) are notified when the student's performance is found to be unsatisfactory. Students receiving financial aid need to be aware of the satisfactory-progress requirements for continued financial aid eligibility. For details, see Financial Assistance (<https://docs.lclark.edu/undergraduate/financialassistance/>).

The registrar monitors a student's GPA (both semester and cumulative) to determine academic standing. If a student has been awarded one or more incomplete grades, standing will be calculated using the listed default grade(s).

Academic Standing Calculation

The registrar uses a set of report categories to inform a student when performance is unsatisfactory. These categories are as follows:

Warning Academic warning expresses concern that a possible problem is developing. Warning is not recorded on the student's official transcript. The student is still considered to be in good academic standing. Warning is assigned when a student:

- Earns a semester GPA of less than 2.000 and has a cumulative GPA below 2.000; or
- Earns a semester GPA of less than 1.500 and has a cumulative GPA of 2.000-4.000.

While on warning, a student is:

- Expected to meet with an advisor and participate in a reflection process to develop a plan to address the concern.

Probation Academic probation notifies the student that a problem exists. Probationary status is noted on the student's official transcript. Probation is assigned when a student:

- Is already on a status of Warning; and
- Earns a semester GPA of less than 2.000 and has a cumulative GPA below 2.000.

While on probation, a student:

- Is expected to meet with an advisor and participate in a reflection process to develop a plan to address the concern.
- Is prohibited from participating in cocurricular activities, including student government, club sports, and varsity sports.
- May be ineligible to receive financial aid funds.

To be removed from a standing of warning or probation, a student must earn at least 12 semester credits within a single semester, with a semester GPA of at least 2.000 and a cumulative GPA of 2.000 or higher.

A student who does not meet the criteria to be removed from the current level of standing, and who does not escalate to the next level of standing, will continue in the current standing and be subject to the same requirements.

Suspension Academic suspension notifies the student of the student's ineligibility to enroll in the College of Arts and Sciences for a specified period of time, normally one academic year. Suspended status is noted

on the student's official transcript. Suspension is assigned when a student:

- Is already on a status of probation; and
- Earns a semester GPA of less than 2.000 and has a cumulative GPA below 2.000.

To be reinstated after suspension, a student must:

- Complete at least 12 semester credits at another accredited institution with a GPA of 2.500 or above. The credits must be transferable to Lewis & Clark College. (Consult with the Office of the Registrar to have courses prescreened.)
- Submit a written request to the registrar, which should include a reinstatement application, a personal assessment of the reason for the poor performance, an explanation of how the student plans to overcome the difficulty, and a proposed academic plan.
- Submit an official transcript of all coursework completed during the absence from Lewis & Clark.

The student's request will be reviewed by the Subcommittee on Petitions and Appeals, and if the request is approved, the student will be reinstated on probation.

Dismissal If, after reinstatement to Lewis & Clark College, a student receives a second academic suspension, the student is permanently dismissed with no further opportunity to enroll at Lewis & Clark College.

Academic Standing Appeal Process

If extenuating circumstances should be considered in determining a student's academic standing, the student may submit a written appeal to the registrar within the time frame specified in the standing notification. Please note that a student who was awarded one or more incomplete grades may appeal standing only after all incomplete grades have been resolved. The appeal must be submitted within two weeks of the incomplete grade(s)' expiration date.

Appeals will be reviewed by the Subcommittee on Petitions and Appeals. The subcommittee's major concerns are the welfare of the student and the student's ability to maintain satisfactory grades and satisfactory progress. Decisions of the committee are final.

Detailed information regarding appeals can be found on the Appeals (<https://college.lclark.edu/offices/registrar/appeals/>) page of the Office of the Registrar website, but in general, the appeal must contain:

- A personal assessment of the reason for the poor performance or deficient credit.
- An explanation of how the student plans to overcome the difficulty.
- A proposed academic plan.
- Demonstration of support for the appeal from faculty and/or staff.

The student is strongly encouraged to work with the advisor to complete an appeal, and may also solicit letters supporting an appeal from any appropriate off-campus resource. If a medical condition impacted the student's performance, documentation from a medical provider should be included.

Cocurricular Eligibility

To participate in cocurricular activities, including student government, club sports, or varsity athletics, a student must be in good academic standing.

*Standing is not recalculated unless the student successfully appeals.