

**Commission on Undergraduate Studies and
Policies
Resolution to Revise Policy 6305,
Satisfactory Academic Progress for Associate and Undergraduate Students
CUSP 2024-25A**

Draft Notice Sent to University Council Cabinet	September 23, 2024
First Reading by Commission on Undergraduate Studies and Policies	October 14, 2024
Approval by Commission on Undergraduate Studies and Policies	October 28, 2024
First Reading by Faculty Senate	October 25, 2024
Approval by Faculty Senate	November 8, 2024
Staff Senate Comment	November 8, 2024
Administrative and Professional Faculty Senate Comment	October 28, 2024
Graduate and Professional Student Senate Comment	October 12, 2024
Undergraduate Student Senate Waived Right to Comment	November 8, 2024
First Reading, University Council	December 2, 2024
Approved, University Council	Date
Approved, President	Date
Approved, Board of Visitors	Date
Effective Date	Upon Approval

WHEREAS, Virginia Tech’s strategic plan identifies timely degree completion as a university goal; and

WHEREAS, the university is committed to providing students clear and consistent degree progression standards across departments and colleges; and

WHEREAS, satisfactory academic progress should provide a framework for timely intervention and support for students who may not be progressing toward a degree in a timely manner; and

WHEREAS, Virginia Tech is committed to removing unnecessary barriers to degree progression and completion that increase the cost of an undergraduate education.

THEREFORE, BE IT RESOLVED, the following revision of Policy 6305 should be adopted.

BE IT FURTHER RESOLVED, The University Registrar will determine an implementation timeline and will communicate that plan to the university community.



Graduate and Professional Student Senate (GPSS)

25 Graduate Life Center (0186)

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Blacksburg, Virginia 24061

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Website: gpss.vt.edu

Comment on CUSP 2024-25A:

The Graduate and Professional Student Senate waives its right to comment on CUSP 2024-25A: Resolution to Revise Policy 6305, Satisfactory Academic Progress for Student Success.

On behalf of the Graduate and Professional Student Senate,
Ronnie Mondal
President



Administrative and Professional Faculty Senate

<https://governance.vt.edu/ap-faculty-senate.php>

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October 28, 2024

To: Vice President of Policy and Governance

From: A/P Faculty Senate Policies and Issues Committee

The A/P Faculty Senate Policies and Issues Committee has reviewed and approves/endorsees the Commission on Undergraduate Studies and Policies Resolution 2024-25A to Revise Policy 6305, Satisfactory Academic Progress for Associate and Undergraduate Students. The following comments were provided:

1. Just to avoid confusion, Financial Aid has a Satisfactory Academic Progress (SAP) requirement (<https://finaid.vt.edu/appeals/satisfactory-academic-progress.html>). If this is not related to that then a different name is recommended.
2. Most all of the revisions to this are clear and make sense.
1) Section 2.1C; asking a student to change their major after 72 hours (or more) will most likely significantly increase their time to degree. There also may be extenuating circumstances in reaching this threshold (for example, a new transfer student who earns a C- in their first in-major class). Additionally, on the edits for the 1st sentence after points A through C, there is an extra "a" before "above" that needs to be removed. 2) Section 2.3.2; I'd love to know more of the data behind this population of students, how frequently does this occur now, how likely are they to not graduate, etc. Will this apply for two consecutive terms being "spring/fall" or only "fall/spring"? I assume this is what would apply for either sequence of terms, therefore the language in the first sentence can change from "(Fall and Spring)" to "(Fall or Spring)" to match that of the subheading title. My opinion is that suspension for a student who had two underperforming terms while maintaining a 2.00 cumulative GPA may not be the best approach. I do feel that a student in this scenario should have additional academic support. At this time I am not convinced that suspension is the best approach.
3. Small typo on page 4, 2.3.1, 2nd paragraph - an "F" needs to be added to complete the word "Fall"

We have no further comment.



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Staff Senate

<http://www.staffsenate.vt.edu/>

November 8, 2024

To: Vice President of Policy and Governance

The Staff Senate Committee on Policy and Issues has reviewed and approves CUSP Resolution 2024-25A. We do have a comment, a question, and one correction.

Due to the format of this resolution, it was extremely difficult to read, decipher, and assess. A summary of changes or a clean copy with the changes would be helpful.

Is it necessary to include Sections 3.0 Procedures, 4.0 Definitions, and 5.0 References since they are all blank?

The second full paragraph under 2.3.1 Suspension, First Suspension contains a typo (“...continued enrollment through the end of the subsequent Spring or ll semester.”)

We have no further comment.

**Thank you,
Amber Robinson, Chair Staff Senate Policies and
Issues Committee**

No. 6305

Satisfactory Academic Progress for Associate and Undergraduate Students

1.0 Purpose

This policy lists the requirements for continued enrollment based on academic eligibility.

2.0 Policy

2.1 Continued Enrollment

Continued enrollment in the University is a privilege that is granted as long as the student is making satisfactory progress toward a degree.

All students must meet the following minimum criteria to be certified as making satisfactory progress toward a degree.

Upon having attempted 72 semester credits (including transfer, advanced placement, advanced standing, and credit by examination) students must:

- a. Be enrolled in a degree-granting program, and
- b. Be certified at the close of the academic year by their department as making satisfactory progress toward a degree based upon pre-established minimum criteria (from departmental program requirements) that must be met for departmental certification, and
- c. Have an in-major GPA of 2.00 or above and maintain an in-major GPA of 2.00 or above until graduation.

Students who have not met condition a above will be declared by their academic dean to be ineligible to register or return at the end of any academic semester for a specified period of time to be determined by the academic dean.

Students who have not met conditions b or c above may be declared by their academic dean to be ineligible to register or return at the end of any academic semester for a specified period of time to be determined by the academic dean. These students will have until the end of the next semester of enrollment (Spring or Fall) to achieve compliance. Students not meeting conditions b and c after the end of this probationary semester will need to transfer into a different major.

Under extenuating circumstances, exceptions to these policies may be made by the student's academic dean.

2.1.1 Other Policies

Any college or department may develop, adopt, publish and adhere to policies that are in addition to this policy after review by the Office of the University Registrar. College and departmental progress to degree policies need to be consistent with other university policies

and graduation requirements. College and departmental policies therefore need to adhere to the following guidelines:

1. Progress to degree statements need to align with graduation requirements and cannot request overall GPA and in-major GPA higher than that required for graduation.
2. Progress to degree statements cannot require grades for specified courses to be higher than the grades required for graduation.
3. Progress to degree statements restricting the number of attempts at any given course to less than three are not permitted.
4. Statements that provide guidance to students and allow them to gauge their progress in the major should be formulated as recommendations. For example: "It is recommended that students successfully complete xx credit of in-major courses upon attempting yy credits." Similarly, statements/checkpoints that mention specific courses should also be formulated as recommendations. Students should not be removed from their major if they fail to achieve a recommended checkpoint.

2.2 Associate and Undergraduate Academic Eligibility

Students who maintain the required minimum cumulative grade point average of 2.00 and who do not have two consecutive main semesters with term GPAs below 2.00 (consecutive main semesters with unsatisfactory academic performance) are considered to be in good academic standing with the university and are eligible for continued enrollment at Virginia Tech absent any violations of policies resulting in suspension by committee action or Student Conduct.

An academic warning shall be imposed when a student earns less than a 2.00 term GPA, but with a cumulative GPA of 2.00 or higher. No notation will appear on the academic transcript. Students on academic warning will be required to sign an academic contract acknowledging that their performance is not meeting University standards and stating what actions they are committed to taking to improve performance. Students who fail to successfully complete an academic action plan may be prohibited from future enrollment by the appropriate academic dean.

Academic probation shall be imposed when the cumulative GPA is less than 2.00.

A student on probation:

- May take no more than 15 credits per major (Spring or Fall) semester;
- May not take more than 12 credits during the summer;
- May not take more than 3 credits during the winter;
- May be required (at the discretion of individual Colleges) to
 1. consult with an advisor before beginning a probationary semester, and
 2. to sign an academic contract acknowledging that their performance is not meeting University standards and stating what actions they are committed to taking to improve performance.

Academic probation will be lifted when the cumulative GPA is at least 2.00.

2.3 Academic Suspensions

2.3.1 Suspension Based on Cumulative GPA

First suspension will be imposed when a student has two consecutive semesters (Fall and Spring) with a cumulative GPA below 2.00. A student must earn a minimum of a 2.50 term GPA for each (Fall and Spring) semester or raise their cumulative GPA to a 2.00 to avoid being placed on academic suspension.

First Suspension: A student who is placed on first academic suspension at the end of a Fall or Spring semester will be suspended from continued enrollment through the end of the subsequent Spring or Fall semester. A student must earn a minimum 2.00 term GPA the first semester back and raise their cumulative GPA to at least 2.00 by the end of the second semester back or earn a minimum 2.50 term GPA for every subsequent semester following the suspension until cumulative GPA is 2.00 or greater. Failure to meet these GPA criteria upon return from first suspension will result in second suspension.

Second Suspension: A student who is placed on second academic suspension at the end of a Fall or Spring semester will be suspended from continued enrollment for two consecutive academic semesters (Spring, Fall). A student must earn a minimum 2.00 term GPA the first semester back and raise their cumulative GPA to at least 2.00 by the end of the second semester back or earn a minimum 2.50 term GPA for every subsequent semester following the suspension until cumulative GPA is 2.00 or greater. Failure to meet these GPA criteria upon return from second suspension will result in final suspension.

Final Suspension: A student will be permanently dismissed for failure to meet returning performance requirements after a second academic suspension.

2.3.2 Suspension Based on Consecutive Fall or Spring Semesters with Unsatisfactory Academic Performances.

Suspension will also be imposed when a student has two consecutive semesters (Fall and Spring) with a term GPA below 2.00. A student who is placed on suspension because of consecutive terms with unsatisfactory academic performance at the end of a Fall or Spring semester will be suspended from continued enrollment through the end of the subsequent Spring or Fall semester. A student must earn a minimum 2.00 term GPA the first semester back. Failure to meet this GPA criterion upon return will result in suspension through the end of the subsequent Fall or Spring semester.

2.3.3 Readmission

A student whose cumulative GPA is below 2.00 must obtain their dean's approval before returning to school.

2.4 Appeals

Students who are suspended have the right to appeal their suspension to the University Appeals Committee. The University Appeals Committee is comprised of the associate deans of undergraduate studies of the academic colleges and one faculty member appointed by the Vice Provost for Undergraduate Academic Affairs. Students must complete an academic appeal petition and submit

all required documentation to the associate dean of their college by the published college deadline. Failure to meet the published deadline may result in the loss of opportunity to appeal.

If the University Appeals Committee denies an appeal, the student may request further consideration of the academic appeal by the provost's representative. The decision of the provost's representative is final and there is no further recourse.

3.0 Procedures

4.0 Definitions

5.0 References

6.0 Approval and Revisions

Approved August 22, 1990, by the Vice Provost for Academic Affairs, James F. Wolfe.

- Revision 1
 - Added information about continued academic eligibility and making satisfactory progress toward a degree, per President's Policy Memorandum 91.
 - Added information about continued academic eligibility and when a student may enroll to make up academic deficiencies when placed on probation. Section 2.4 was added to expand on the appeal process. Additions per President's Policy Memorandum 113.

Approved April 3, 1991, by Vice Provost for Academic Affairs, James F. Wolfe.

- Revision 2

Added Sections 2.2.2 and 2.3.2 to reflect new academic eligibility policy. Approved January 12, 1999, by Vice Provost for Academic Affairs, David R. Ford.
- Revision 3
 - References to "QCA" changed to "GPA" throughout policy.
 - References to the "Old" Undergraduate Academic Eligibility Policy, in effect for students entering prior to Fall 1997, removed from policy.
 - Section 5. References - Reference #8, Policy Memorandum No. 191, added to section. Approved April 17, 2002 by Vice Provost for Academic Affairs, David R. Ford.
- Revision 4
 - Technical update to incorporate information about continuing undergraduate eligibility listed in President's Policy Memorandum 191 and 272. This update also

retires President's Policy Memoranda 35, 36, 91, 191 and 272.
Approved August 24, 2023 by University Registrar, Rick Sparks.

No. 6305

Satisfactory Academic Progress for Associate and Undergraduate Students~~Bachelor's Degrees~~

1.0 Purpose

This policy lists the requirements for continued enrollment based on academic eligibility.

2.0 Policy

2.1 Continued Enrollment

Continued enrollment in the University is a privilege that is granted as long as the student is making satisfactory progress toward a degree.

All students must meet the following minimum criteria to be certified as making satisfactory progress toward a degree.

- ~~1. Have an overall GPA at or above that specified in the academic eligibility schedule (determined at the end of the spring semester);~~
- ~~2. Upon having attempted 36 semester credits (including transfer, advanced placement, advanced standing and credit by examination), students must have passed at least 12 semester credits that apply to meeting the University Core Curriculum requirements.~~
- ~~3. Upon having attempted 72 semester credits (including transfer, advanced placement, advanced standing, and credit by examination) students must:~~
 - ~~a. Have passed at least 24 semester credits which apply to meeting the University Core Curriculum requirements, and~~
 - ~~b.a. Be enrolled in a degree-granting program, and~~
 - ~~b. Be certified at the close of the academic year by their department as making satisfactory progress toward a degree based upon pre-established minimum criteria (from departmental program requirements check sheets) that must be met for departmental certification, and;~~
 - ~~c. Have an in-major GPA of 2.00 or above and maintain an in-major GPA of 2.00 or above until graduation.~~
- ~~4. Upon having attempted 96 semester credits (including transfer, advanced placement, advanced standing and credit by examination), students must have an in-major GPA of 2.0000 or above.~~

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~~Students who have not met conditions in 2, 3a, 3b and 4 for eligibility for continued enrollment a above will be declared by their academic dean to be ineligible to register or return at the end of any academic semester for a specified period of time to be determined by the academic dean. The student may not re-enroll until they transfer to another degree granting major. Students who have not met condition 3c may be declared by their academic dean to be ineligible to register or return at the end of any academic semester for a specified period of time to be determined by the academic dean. Even though a student has a GPA at or above the academic eligibility schedule, the student may be placed on academic suspension by the academic dean if the student has an overall GPA of less than 2.0 and if the accumulative GPA is progressively reduced in successive semesters.~~

Students who have not met conditions b or c above may be declared by their academic dean to be ineligible to register or return at the end of any academic semester for a specified period of time to be determined by the academic dean. These students will have until the end of the next semester of enrollment (Spring or Fall) to achieve compliance. Students not meeting conditions b and c after the end of this probationary semester will need to transfer into a different major.

Under extenuating circumstances, exceptions to these policies may be made by the student's academic dean.

2.1.1 Other Policies

~~This section is not intended to supersede the policies of individual colleges. Any college or department may develop, adopt, publish and adhere to the policies that are in addition to this policy after review by the Office of the University Registrar with the approval of the Commission on Undergraduate Studies & Policies. College and departmental progress to degree policies need to be consistent with other university policies and graduation requirements. College and departmental policies therefore need to adhere to the following guidelines:~~

1. Progress to degree statements need to align with graduation requirements and cannot request overall GPA and in-major GPA higher than that required for graduation.
2. Progress to degree statements cannot require grades for specified courses to be higher than the grades required for graduation.
3. Progress to degree statements restricting the number of attempts at any given course to less than three are not permitted.
4. Statements that provide guidance to students and allow them to gauge their progress in the major should be formulated as recommendations. For example: "It is recommended that students successfully complete xx credit of in-major courses upon attempting yy credits." Similarly, statements/checkpoints that mention specific courses should also be formulated as recommendations. Students should not be removed from their major if they fail to achieve a recommended checkpoint.

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2.2 Associate and Undergraduate Academic Eligibility

~~2.2.1~~ **Students Enrolled Beginning Fall 2000**

Students who maintain the required minimum cumulative grade point average of 2.00 and who do not have two consecutive main semesters with term GPAs below 2.00 (consecutive main semesters with unsatisfactory academic performance) -are considered to be in good academic standing with the university and are eligible for continued enrollment at Virginia Tech absent any violations of policies resulting in suspension by committee action or Student Conduct outlined in the Student Code of Conduct.

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An academic warning shall be imposed when a student earns less than a 2.00 term GPA, but with a cumulative GPA of 2.00 or higher. No notation will appear on the academic transcript. Students on academic warning will be required to sign an academic contract acknowledging that their performance is not meeting University standards and stating what actions they are committed to taking to improve performance. Students who fail to successfully complete an academic action plan may be prohibited from future enrollment by the appropriate Undergraduate Academic Dean.

Academic probation shall be imposed when the cumulative GPA is less than 2.00.

A student on probation:

- May take no more than 15 credits per major (Spring or Fall) semester;
- May not take more than 12 credits during the summer;
- May not take more than 3 credits during the winter;
- May be required (at the discretion of individual Colleges) to
 1. consult with an advisor before beginning a probationary semester, and
 2. to sign an academic contract acknowledging that their performance is not meeting University standards and stating what actions they are committed to taking to improve performance.

Academic probation will be lifted when the cumulative GPA is at least 2.00.

~~Academic probation shall be imposed when cumulative GPA~~

~~is less than 2.00. A student on probation:~~

- ~~May take no more than 16 credits per semester;~~
- ~~May be required (at the discretion of individual Colleges) to~~
 1. ~~consult with an advisor before beginning a probationary semester, and~~
 2. ~~to sign an academic contract acknowledging that their performance is not meeting University standards and stating what actions they are committed to taking to improve performance.~~

~~Academic probation will be lifted when cumulative GPA is at least 2.00.~~

2.3 Academic Suspensions

2.3.1 Suspension Based on Cumulative GPA Under Academic Eligibility Policy (Section 2.2.1)

First suspension will be imposed when a student has two consecutive semesters (Fall and Spring) with a cumulative GPA below 2.00. A student must earn a minimum of a 2.50 term GPA for each (Fall and Spring) semester or raise their cumulative GPA to a 2.00 to avoid being placed on academic suspension.

First Suspension: A student who is placed on first academic suspension at the end of a ~~F~~fall or ~~S~~spring semester will be suspended from continued enrollment through the end of the subsequent ~~Spring~~fall or ~~Fall~~spring semester. A student must earn a minimum 2.00 ~~term~~semester GPA the first semester back and raise their cumulative GPA to at least 2.00 by the end of the second semester back or earn a minimum 2.50 ~~term~~semester GPA for every subsequent semester following the suspension until cumulative GPA is 2.00 or greater. Failure to meet these GPA criteria upon return from first suspension will result in second suspension.

Second Suspension: A student who is placed on second academic suspension at the end of a ~~F~~fall or ~~S~~spring semester will be suspended from continued enrollment for two consecutive academic semesters (~~S~~spring, ~~F~~fall). A student must earn a minimum 2.00 term GPA the first semester back and raise their cumulative GPA to at least 2.00 by the end of the second semester back or earn a minimum 2.50 term GPA for every subsequent semester following the suspension until cumulative

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GPA is 2.00 or greater. Failure to meet these GPA criteria upon return from second suspension will result in final suspension.

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~~Note: Students are not eligible for enrollment in the summer or winter term immediately following a suspension going into effect.~~

Final Suspension: A student will be permanently dismissed for failure to meet returning performance requirements after a second academic suspension.

2.3.2 Suspension Based on Consecutive Fall or Spring Semesters with Unsatisfactory Academic Performances.

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Suspension will also be imposed when a student has two consecutive semesters (Fall and Spring) with a term GPA below 2.00. A student who is placed on suspension because of consecutive terms with unsatisfactory academic performance at the end of a Fall or Spring semester will be suspended from continued enrollment through the end of the subsequent Spring or Fall semester. A student must earn a minimum 2.00 term GPA the first semester back. Failure to meet this GPA criterion upon return will result in suspension through the end of the subsequent Fall or Spring semester.

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~~**2.3.2 — Credits from Other Institutions**~~

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~~A student may not receive credit for course work taken at another college or university during any period in which the student specifically has been suspended by Virginia Tech for academic or disciplinary reasons.~~

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2.3.3 Readmission

A student whose cumulative GPA is below 2.00 must obtain their dean's approval before returning to school.

2.4 Appeals

Students who are suspended have the right to appeal their suspension to the University Appeals Committee. The University Appeals Committee is comprised of the associate deans of undergraduate studies of the academic colleges and one faculty member appointed by the Vice Provost for Undergraduate Academic Affairs. Students must complete an academic appeal petition and submit all required documentation to the associate dean of their college by the published college deadline. Failure to meet the published deadline may result in the loss of opportunity to appeal.

If the University Appeals Committee denies an appeal, the student may request further consideration of the academic appeal by the provost's representative. The decision of the provost's representative is final and there is no further recourse.

3.0 Procedures

4.0 Definitions

Satisfactory Academic Progress – This policy is intended to define the minimum institutional requirements that undergraduate and associate students must meet related to their progress towards degree.- These requirements should not be confused with any additional academic progress requirements from outside groups such as Title IV aid (Financial Aid), NCAA eligibility, Department of Veterans Affairs, Department of Homeland Security, etc.

Academic Warning: Students earning less than a 2.00 term GPA, but with a cumulative grade point average of 2.00 or higher, will be placed on academic warning without notation on the academic transcript. Students on academic warning will be required to consult with the appropriate undergraduate assistant or associate dean of their college and to sign an academic contract. Failure to complete an action plan (academic contract) may result in prohibition from future enrollment(s).

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5.0 References

6.0 Approval and Revisions

Approved August 22, 1990, by the Vice Provost for Academic Affairs, James F. Wolfe.

- Revision 1
 - Added information about continued academic eligibility and making satisfactory progress toward a degree, per President's Policy Memorandum 91.
 - Added information about continued academic eligibility and when a student may enroll to make up academic deficiencies when place on probation. Section 2.4 was added to expand on the appeal process. Additions per President's Policy Memorandum 113.

Approved April 3, 1991, by Vice Provost for Academic Affairs, James F. Wolfe.

• Revision 2

- Added Sections 2.2.2 and 2.3.2 to reflect new academic eligibility policy.
- Approved January 12, 1999, by Vice Provost for Academic Affairs, David R. Ford.

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• Revision 3

- References to "QCA" changed to "GPA" throughout policy.
- References to the "Old" Undergraduate Academic Eligibility Policy, in effect for students entering prior to Fall 1997, removed from policy.

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- Section 5. References – Reference #8, Policy Memorandum No. 191, added to section.

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- Approved April 17, 2002 by Vice Provost for Academic Affairs, David R. Ford.

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• ~~Revision 4~~

• ~~Revision 4~~

- Technical update to incorporate information about continuing undergraduate eligibility listed in President's Policy Memorandum 191 and 272. This update also retires President's Policy Memoranda 35, 36, 91, 191 and 272.

Approved August 24, 2023 by University Registrar, Rick Sparks.

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