

ACADEMIC STANDING

Classification of Students

Classification of students is determined by the number of credit hours accrued at the beginning of the Fall semester of each year enrolled. Freshman standing is assigned to students with one through 23 semester hours; Sophomore standing, to those with 24 through 53 semester hours; Junior standing, to those with 54 through 83 semester hours; Senior standing, to those with 84 semester hours or more.

Academic Standing Committee

At the conclusion of the Fall and Spring semesters, the records of all students failing to make satisfactory progress are reviewed by a representative committee of faculty and administrators. At these meetings, the committee considers the merits of each case individually – evaluating the severity of the problem, and determining what, if any, remedial action is warranted. The committee then notifies each student by mail if an action was taken.

Action by the Academic Standing Committee normally takes one of four forms:

- 1) A warning of an excessive number of “I,” “L,” or “W” grades; the appearance of illogical course selection; failure to complete degree requirements in the proper sequence or in a timely fashion; or any technical problem appearing on the transcript.
- 2) The assignment of probational status resulting from an unsatisfactory grade point average or other serious academic deficiencies.
- 3) An imposed registration freeze effective until outstanding work is completed and transcript irregularities are officially resolved.
- 4) Notice of dismissal resulting from failure to maintain an acceptable grade point average or to make satisfactory progress toward completing degree requirements in a timely fashion.

Academic Probation

Typically, students placed on probation are put on a reduced course load and are instructed to improve their grade point average by the next committee review. Students with a cumulative GPA below 2.0 who are demonstrating academic improvement will have their probation extended until they return to good academic standing. Those failing to demonstrate improvement are in imminent danger of dismissal.

No student on academic probation shall be eligible to participate in athletics, hold elected or appointed office, or represent the University in extracurricular or intercollegiate activities. However, a student on academic probation may continue membership in extracurricular activities such as clubs or fraternities, and may write for, but not be a member of, the staff of campus publications. In the event a student’s average does not improve, the Academic Standing Committee may require further curtailment of extracurricular activities as a condition of continued academic probation at Suffolk University.

Students enrolled in the Sawyer School of Management should refer to Academic Standing Procedures under the Sawyer School of Management section of this catalog.

Academic Dismissal

Continued failure to make satisfactory progress towards a degree will inevitably result in dismissal from the University. Low grade point average, unexplained semester absences, refusal to complete prescribed remedial course work, unwillingness to honor the recommendations of the Committee and/or other specific conditions are but a few of the situations that can undermine satisfactory progress and constitute legitimate grounds for dismissal.

Once dismissed for scholastic failure, a student is ineligible to enroll in further courses at the University until s/he is readmitted by the Academic Standing Committee. Dismissal does not suspend a student’s responsibility to meet prior course commitments. Consequently, all Incomplete “I” grades will convert to “F” grades unless attended to within one academic year.

Re-Admission to the University

To seek reentry, candidates must submit a formal petition to the Academic Standing Committee of the School or College that dismissed them, regardless of the student's intention to change major upon readmission.

The petition should be in the form of a typewritten letter which contains the following minimum information:

- The name, mailing address, and telephone number of the petitioner, as well as the date of the last semester in attendance at the University.
- A brief discussion of the circumstances that led to dismissal, including any documentation that could assist the committee in better understanding the petitioner's situation.
- A plan indicating what remedial actions are being implemented to correct past deficiencies and insure satisfactory progress in the future.

The petition and a check or money order (no cash) for \$20 made out to Suffolk University should be hand delivered to the Office of the Dean of the respective College or School where last enrolled. The filing deadline for petitioning is 15 working days prior to the start of the semester.

Petitioners should meet with an appropriate administrator from their school prior to initiating the petitioning process to discuss such matters as format of the petition, procedures for the hearing, and strategies for a successful appeal.

Leave of Absence

A leave of absence may be granted for up to one year. A student applying for a leave of absence must give a definite date for re-registration and must register within one year of the date of leaving school. Only one leave of absence can be granted. Students on leave will be required to meet the degree requirements under which they were admitted. A leave of absence may not be used for purposes of taking academic courses at another institution with the intent of transferring the credits to Suffolk University. A leave of absence is granted through the Dean of Students Office.

A matriculated student who does not return for re-registration at the specified semester will be classified as an official withdrawal and must apply for readmission through the Admissions Office. Registration materials can be forwarded to the student upon request by contacting the Registrar's Office in writing (by April 1 for the Fall term, by November 1 for the Spring term, or by March 1 for the Summer term). The address is Registrar, Suffolk University, 41 Temple Street, Boston, Massachusetts, 02114. After these dates, a student will be considered a late registrant and may register as such at the times announced in the Course Bulletin, published by the Registrar's Office.

Fresh Start Program (College of Arts and Sciences only)

A student dismissed for academic reasons, who is seeking readmission after an absence of 5 or more years from the University, may petition the Academic Standing Committee to grant him/her grade amnesty under the Fresh Start Program.

If approved, all Suffolk work completed prior to readmission will be reevaluated. Only course work with a grade of "C" or better, earned prior to readmission, is listed on the new transcript and counted for credit toward the degree. The grade point average is computed solely on work attempted after reinstatement. The handling of grades and credits reflects the policy governing the awarding of credits to students transferring work to Suffolk from another college into Suffolk.

Normally, a student readmitted through the Fresh Start Program is not eligible for scholastic honors.