

4.2 Academic Probation

Students will be placed on academic probation by Student Affairs at the end of any semester in which their cumulative GPA is below 3.0. Students on probation have one semester in which to achieve a cumulative GPA of 3.0 or higher.

Probation will be removed at the end of any semester in which the student attains a cumulative GPA of 3.0. Students may be dismissed if they fail to remove their probation by the end of the second semester on probation. Actions involving academic probation and dismissal are entered on the student's permanent record.

Students who leave Alfaisal University not in good standing and remain out of the university for no more than two semesters may submit a written request for reinstatement to the Student Affairs and reviewed by the Graduate School. The request should outline activities since leaving Alfaisal University that contributed to the student's academic development. Courses taken at another institution during this interim period are not transferable. Students who have been out of the university for more than two semesters must submit a new application for admission to the Student Affairs. Dismissed students may also be considered for reinstatement after a one-year waiting period. Students requiring additional time to complete a degree will be required to appeal for an extension through the respective *College Graduate Office*. The student must notify the *College Graduate Office* in writing of the necessity to extend enrollment for purposes of graduation and cite reasons for the need. (Notification will be hand delivered and sent by email.)

Students on probationary status may register and enroll, but they may not hold academic appointments (i.e., TA, RA), receive graduate scholarships, or be awarded advanced degrees.

Student Affairs/Colleges may recommend probation and dismissal based on a written evaluation of the student's progress. However, only the GS has the authority to place a student on probation, to remove probationary status, and, if necessary, to dismiss a student from graduate standing. Some colleges/ departments may choose to issue warning letters to apprise students that they are not making satisfactory progress rather than request formal probation for a student. Special requests for probation and dismissal should be addressed to the VP Graduate Studies.