GRADE PROBATION
Candidates for all graduate degrees are required to maintain a 3.0 or higher GPA in course work counted toward the degree. Candidates are also required to make forward progress towards their degree. Failure to do so will result in the student being placed on probation. Grades of C- or lower are not accepted for credit toward a graduate degree. In addition, only one course (maximum of 4 credit hours) with a grade of C+ or C may be accepted for credit toward a graduate degree.

If a graduate student's average GPA in courses on his/her approved Curriculum Development falls below 3.0, the student will automatically be placed on probationary status. The probationary process will consist of the following steps:

1. The student shall develop a written remedial plan in consultation with his or her advisor.
2. After approval by the advisor, the remedial plan shall then be submitted to the other members of the student's supervisory committee for approval.
3. The approved plan is then submitted to the Graduate Studies Committee (GSC) for approval.

Once a student is placed on probation they shall submit the remedial plan and have it approved by the student's supervisory committee and the SCE before registering for any classes for the probationary semester. If the student has already registered for classes when placed on probation, the student shall immediately develop a remedial plan following the steps given above as soon as possible. The student may be required by the SCE to withdraw from classes until the remedial plan has been officially approved by SCE. At the end of the probationary semester, the following actions will be taken:

1. If the overall GPA for courses listed on the student's approved program of study is ≥ 3.0, the student is off probation.
2. If the GPA remains below 3.0, the GSC reviews the remedial plan to determine if the student has met the requirements of the plan.
   a. If the GSC determines that the requirements of the plan have been met, the student remains on probation and shall submit a new remedial plan for the next semester.
   b. If the GSC determines that the requirements of the plan have not been met, the student is automatically expelled from the CVEEN Graduate Program.

DEGREE COMPLETION PROBATION
If a graduate student is not progressing towards the completion of his or her degree, the student's advisor may request the student be placed on probationary status. The probationary process will consist of the following steps:

1. The advisor shall submit a request to the GSC to change the student's status to probationary.
2. After approval by the GSC, the student will be notified and given a week to present a counter argument if he or she feels this request is unjustified.
3. The student will be required to develop a written remedial plan in consultation with his or her Committee Chair.
4. The approved plan is then submitted to the GSC for Department approval.

If the student is placed on probation before he or she has registered for classes for the next semester, the student shall submit the remedial plan and have it approved by the student's supervisory committee before registering for any classes for the probationary semester. If the
student has already registered for classes when placed on probation, the student shall immediately develop a remedial plan following the steps given above. The student may be required by the GSC to withdraw from classes until the remedial plan has been officially approved by GSC.

At the end of the probationary semester, the following actions will be taken:

1. If the supervisory committee determines that the requirements of the plan have been met, the student remains on probation and shall submit a new plan for the next semester.
2. If the supervisory committee determines that the requirements of the plan have not been met, the student is automatically expelled from the CvEEN Graduate Program.

If a there is a second request to put the student on probationary status within 3 semesters of the first request the GEC will review the student’s work and may expel the student without a probationary period.