Dear,

Sargent College reviews the academic progress of every student at the end of each semester. It is the policy of Boston University that students must have a semester grade point index (GPI) and overall grade point average (GPA) at or above 2.0 for at least 12 credits to be in good standing. For your reference, the policies set forth by Boston University regarding the academic probation policies are available on the second page of this letter.

Your GPI/GPA as of the fall/spring semester of year was ___/___ and has placed you on probation for the ________ semester. To remove the probationary status from your academic record, you must achieve a GPI and GPA of 2.0 or greater in the next semester of courses that you take. Good standing requires a GPI and GPA of 2.0 or above as well as completion of 12 or more credits. Also, Sargent students who complete ≥ 12 credits of Boston University summer term courses that are relevant to their academic program may request a review of their academic standing at the end of the summer session as long as all courses were graded as "C" or better. This request must be made within the first two weeks of the beginning of fall semester classes.

The purpose of probation is to help you determine the obstacles that are keeping you from academic success and to implement appropriate measures to return you to good academic standing. Because of the serious consequences of a second semester on academic probation, it is very important that you make an appointment to speak with me as soon as possible. The academic programs at Sargent College are rigorous and declaring a major does not guarantee that you are well suited to completing its specific curriculum. Oftentimes health or personal issues can hinder academic success. We hope that the academic difficulties that you have recently experienced are temporary in nature but it is very important that you take positive corrective action.

Please call the Academic Service Center at (617) 353-2713 to make an appointment to speak with me within the next two weeks so that we can review your current status and discuss your academic plans. To assure your privacy surrounding these issues, let the receptionist know that you are making a general advising appointment. I look forward to working with you.

Sincerely yours,

Deborah Claar
Academic Counselor
Cc: Faculty Advisor
**BOSTON UNIVERSITY PROBATION POLICY**

**Academic Probation**
A student is put on Academic Probation when s/he is in danger of not making sufficient academic progress toward his/her degree, having fallen below a 2.00 GPI or GPA or not completed 12 credits in a semester. Students are reviewed after one semester on Academic Probation. Those who earn a GPI and GPA of 2.00 or above and complete 12 credits during the probationary semester will return to **Good Standing**. Those students who do not achieve **Good Standing** (as defined above) during the probationary semester will move to **Academic Suspension, Dismissal**, or a second semester of **Academic Probation**, as determined by the School or College of enrollment. Students can be on **Academic Probation** for no more than two consecutive semesters. Academic Probation does not prohibit students from participating in extracurricular activities or intercollegiate athletics.

**Academic Suspension**
A student faces Academic Suspension when s/he has spent one or two semesters on **Probation** and has not achieved **Good Standing** (as defined above) in the most recent semester of Academic Probation. Specifics regarding the duration and terms of the **Academic Suspension** will be determined by the individual School or College on a case-by-case basis. Appeals of **Suspension** are directed to the dean of the School or College of enrollment.

**Reinstatement after Academic Suspension**
Students who have fulfilled their period of **Academic Suspension** must meet with their academic advisor and must also reestablish their standing in the School or College of enrollment by contacting the designated official (list of officials by school/college). Students are reinstated to a probationary standing.

**Dismissal**
A student faces **Dismissal** if s/he has spent one or two semesters on **Probation** and has not achieved a GPI and GPA of 2.00 and completed 12 credits in the most recent semester of Academic Probation. A student also faces Dismissal if s/he has spent at least one semester on Suspension and has not fulfilled the terms of the Suspension. Decisions on **Dismissal** are made by the individual School or College on a case-by-case basis. Dismissal results in permanent separation from the University. Appeals of **Dismissal** are directed to the dean of the School or College of enrollment.

(http://www.bu.edu/academics/policies/academic-standing-for-undergraduate-students-in-full-time-programs/)