Dear

Sargent College reviews the academic progress of every student at the end of each semester. As you know from being placed on probation the previous semester, it is the policy of Boston University that any student whose semester grade point index (GPI) or overall grade point average (GPA) is below 2.0 or who doesn’t complete at least 12 credits is not 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.

It is unfortunate that you were unable to implement the necessary measures to ensure academic success. Your GPI/GPA as of the fall/spring semester of year was __/___ and therefore you have been academically suspended for the _____ semester.

I strongly recommend that you make an appointment to speak with me as soon as possible so I may assist you with a full understanding of academic suspension; we will discuss the reinstatement procedures that will be available to you in the future. Please be advised that you have the option to appeal your suspension to the Sargent College Academic Policies and Procedures Committee (CAPP) and request to resume your studies at Boston University. I can help you with the petition process but you must initiate the appeal within two weeks of the date of this letter. Once the two-week deadline has passed, you no longer have the right to appeal to the Sargent CAPP and we will officially inform the BU Registrar of your suspension which will thereby cancel your registration for the _____ semester.

Any fees paid for the _____ semester will be credited toward your student account. In order to request a refund, contact Student Accounting Services (617-353-2264). Your on-campus housing will also be canceled and you can consult the BU Housing Guarantee Refund Policy for further information: http://www.bu.edu/housing/assignments/process/agreement/agreement-2015-2016/

You may make an appointment by calling the Academic Service Center at (617) 353-2713 and should do so at your earliest convenience. 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
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/)