

OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION AND OSU RETENTION STANDARDS*

The following standards relating to the retention of students pursuing study in undergraduate programs during the **2017-2018** academic year will apply at all institutions in The Oklahoma State System of Higher Education. For continued enrollment at any institution in the State System, a student must have earned a **retention grade point average (GPA)** as indicated below:

0 through 30 semester hours attempted	1.7
31 or more semester hours attempted	2.0

Any student not maintaining satisfactory progress toward his/her academic objective as indicated above will be placed on academic probation for one semester. At the end of that semester, he/she must have a **semester GPA** of 2.0 in regularly-graded course work, not to include activity or performance courses, or meet the minimum **retention GPA** standard required above, in order to continue as a student. (A probationary student who meets the semester GPA requirement but whose retention GPA remains below the minimum standard will remain on probation until the student's retention GPA meets the minimum requirement.) All courses in which a student has a recorded grade will be counted in the calculation of the GPA for retention purposes, excluding any courses repeated or reprieved as detailed in the State Regents' Grading Policy, and remedial/developmental (pre-college) courses.

An institution may allow a student with 90 or more hours in a specified degree program, who has failed to meet the retention GPA of 2.0 or the semester GPA of 2.0, to enroll in up to 15 additional semester hours in a further attempt to achieve the retention GPA requirement. During these 15 hours of enrollment, the student must achieve a minimum 2.0 semester GPA during each enrollment or raise his/her retention GPA to 2.0 or above. This senior suspension exception can be exercised only once per student, and is granted upon approval of the college dean.

Should a reinstated student be suspended a second time from the same institution, he/she cannot return to the suspending school until such time as she/he has demonstrated, by attending another institution, the ability to succeed academically by raising his/her GPA to the retention standards.

* This represents a summary of relevant policy statements from the State Regents' and Oklahoma State University guidelines. A complete copy of the guidelines can be obtained from the Office of Academic Affairs.

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OPTIONS FOR CONTINUED ENROLLMENT

OPTION ONE: Reinstatement Appeal. If you believe that extraordinary personal circumstances significantly contributed to your academic deficiencies this semester, you may petition for immediate reinstatement according to the procedures listed below. Before submitting a petition, you must contact the Student Academic Services Office in your college to discuss your appeal.

Deadlines:

- 1) **August 16, 2017 12:00 Noon submit petition to Director of Student Academic Services:** To be assured full consideration, petitions for reinstatement in the 2017 fall semester must meet the stated deadline of 12:00 Noon on Wednesday, August 16, 2017. Please check with the Student Academic Services Office in your college before you submit your petition.
- 2) Director of Student Academic Services submit petition to 101 Whitehurst by Thursday, August 17, 2017 at 12:00 Noon.
- 3) To receive notification of the Board's ruling, you must phone the Director of Student Academic Services in your college (see list on reverse side) between 12:00 Noon and 4:00 pm on Friday, August 18, 2017.

Petition Procedure:

- 1) Complete the "Academic Reinstatement Petition" by the deadline. Be sure to complete all sections of the petition and type all information.
 - (1) Fill out the student information portion of the petition.
 - (2) Check the appropriate box in Section A.
 - (3) Attach a written explanation of the reasons for your appeal and how the situation has been or will be resolved.
 - (4) Attach appropriate documentation* of the circumstances that were a factor in your academic performance and evidence showing how these circumstances affected your performance.
 - (5) Check the appropriate box in Section B indicating the type(s) of documentation you have included with your petition.
 - (6) If you are attaching an official transcript that raises your cumulative graduation/retention GPA to retention standards, submit the completed form and supporting documentation to the Office of the Registrar, 322 Student Union, by **Thursday, August 17, 2017 at 5:00 PM. Transcripts submitted for this purpose must have the reinstatement petition attached. Those transcripts without the reinstatement petition may result in a delay of the entry process resulting in class cancellation.**
 - (7) Compile all other types of supporting documentation and submit completed form to your **Director of Student Academic Services by August 16, 2017 at 12:00 Noon.**

*Appropriate documentation must be included with your petition for reinstatement. Appropriate types of documentation are noted in Section B of the petition form. **Lack of accompanying documentation is reason to reject an appeal.**

- 2) If you are attaching an official transcript that raises your cumulative graduation/retention GPA to retention standards, submit the completed form and supporting documentation to the Office of the Registrar, 322 Student Union, by **Thursday, August 17, 2017 at 5:00 PM. Transcripts submitted for this purpose must have the reinstatement petition attached. Those transcripts without the reinstatement petition may result in a delay of the entry process resulting in class cancellation.**

Petition Review:

All petitions will be reviewed by the Academic Reinstatement Appeals Review Board. The Board may request additional supporting documentation. Your Director of Student Academic Services may request a personal interview with you to better understand your petition. During the review process, information will be solicited from your college's Director of Student Academic Services or their designee prior to the Board's final decision. If the Board determines that an extraordinary personal event did indeed contribute significantly to your academic deficiencies, the Board's ruling will permit you to continue enrollment at OSU for the 2017 fall semester. **The Board's decision is final.**

Note: This petition is for students who are being suspended for the first time. Any student who has been previously suspended from OSU cannot return until the student has demonstrated, by attending another institution, the ability to succeed academically by raising his/her GPA to the retention standards.

OPTION TWO: Seniors with 90 Hours. If you have completed 90 or more hours applicable to your specific degree program, you may be allowed to enroll in up to fifteen additional hours. During this time, you must earn a minimum of 2.0 each semester in order to raise overall GPA to 2.0. For this option, contact your Student Academic Services Office to obtain approval from the college dean.

If you are not reinstated, students with a residence hall contract for the fall semester must complete a contract release from the Office of Residential Life (Iba Hall) to have it cancelled.