



# DEPAUL UNIVERSITY

## COLLEGE OF LIBERAL ARTS AND SOCIAL SCIENCES

*School of Public Service*

### School of Public Service: Academic Probation & Dismissal Policy

#### **Academic Probation**

All graduate students within the School of Public Service (SPS) must maintain a minimum cumulative GPA (CGPA) of 2.7 or higher as part of their requirements for graduation. As a result, any graduate student who earns a CGPA below 2.7 (B-) is placed on academic probation for two quarters. Graduate students' probationary status is determined by the SPS Academic Success Committee (ASC) during the quarterly grade review conducted at the end of each quarter after grades have been posted. Graduate students on academic probation are notified of their probationary status via email (using the email address the student has on file) and may be subject to any (or all) of the following conditions:

1. Student must make an appointment with the SPS Assistant Director for Academic Advising to discuss his or her performance and plans for improvement.
2. If a student has any incomplete work on their record (IN grade assigned to a course) he or she may be restricted from taking courses at SPS until the incomplete work is finished and a grade is posted. After a grade is issued the ASC will review the student's performance and determine their probationary status.

The above conditions are meant to assist graduate students in making positive progress toward a minimum CGPA of 2.7. SPS generally considers making positive progress as earning a grade of B+ or higher while on academic probation. Once a student reaches a CGPA of 2.7 they will again be considered in good standing and off academic probation. Please see below for letter grade weight towards students' CGPA.

#### **GPA**

A graduate student's cumulative GPA is based on grades earned in classes taken at DePaul University. Please note that any transfer credit that is being applied to your graduate degree does not count towards your cumulative GPA earned.

SPS courses taken as an undergraduate at DePaul in a combined degree program, do count as credit for the graduate degree, but the grades apply only to the undergraduate GPA. The cumulative graduate GPA is based on the courses taken as a graduate student following the completion of the undergraduate degree.

Grades received are calculated in the cumulative GPA, but only courses with a C- or higher count towards the degree. Grades earned of D or lower cannot count towards the degree, but count towards the cumulative GPA.

<b>Grade</b>	<b>GPA</b>
A	4.0
A-	3.7
B+	3.3

B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D	1.0
F	0

### Probation Process:

**Cumulative GPA 2.7 – 2.8:** At the quarterly review, receive warning and reminder of minimum GPA requirement

**Cumulative GPA 2.5 – 2.699:** Put on probation for 2 quarters for which they are enrolled in at least one course.

**Cumulative GPA 2.0 – 2.499:** Put on probation and given 1 quarter to show improvement. The ASC generally considers making positive progress as earning a grade of B+ or higher while on academic probation.

**Cumulative GPA 1.999 and below:** Graduate students with a GPA of 1.999 and below for two consecutive quarters in which they enroll in classes can be dismissed from the program after review by the ASC.

### Dismissal

Graduate students who are not able to raise their CGPA to a minimum of 2.7 within two academic quarters (after being placed on academic probation) are subject to dismissal from the program by the ASC. Graduate students who are dismissed are notified using the email address the student has on file. Graduate students who have been dismissed but believe they have extenuating circumstances (health/personal crises) may appeal the decision by contacting the Assistant Director for Academic Advising for SPS directly at [SPSadvising@depaul.edu](mailto:SPSadvising@depaul.edu). Graduate students should contact the Assistant Director for Academic Advising via email with a statement explaining their situation. The statement will be reviewed by the ASC and the SPS Director.

### Other Information

The SPS Academic Probation and Dismissal Policy is separate from the maintaining financial aid eligibility policy for the Office of Financial Aid. Please review the Office of Financial Aid's [website](#) for further information regarding its policies.