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**POLICY TITLE:**

**Academic Standing (Undergraduates)**

**APPLIES TO:**

**All undergraduate students**

**ADMINISTRATIVE AUTHORITY:**

**Office of the Provost and Vice President of Academic & Student Affairs**

**APPROVED BY:**

**Kentucky State University Board of Regents**

**EFFECTIVE DATE:**

**August 8, 2025**

**NEXT REVIEW DATE:**

**August 8, 2028**

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**POLICY STATEMENT:**

Kentucky State University (KSU) is committed to student success and academic excellence. To remain in good standing, all undergraduate students must maintain a minimum cumulative grade point average (GPA) of 2.00. This policy establishes the standards for academic standing and outlines the sequential process of academic warning, academic probation, and academic suspension for students who do not meet the minimum cumulative GPA requirement.

**DEFINITIONS:**

**Academic Probation**

The status assigned to a student who was on academic warning and failed to raise their cumulative GPA to the required 2.00 minimum. A student on probation who earns a semester GPA of at least 2.00 will remain on academic probation until their cumulative GPA reaches 2.00.

**Academic Suspension**

The required withdrawal from KSU for a specified period due to a student's failure to meet the academic standards required while on academic probation.

### **Academic Warning**

The initial status assigned to a student the first time their cumulative GPA drops below 2.00.

### **Good Standing**

The status of a student who has a cumulative GPA of 2.00 or higher.

### **Student Classification**

The designation of a student based on the number of successfully completed semester credit hours.

- **Freshman:** 0–29 credit hours.
- **Sophomore:** 30–59 credit hours.
- **Junior:** 60–89 credit hours.
- **Senior:** 90 or more credit hours.

## **PROCESS:**

### **A. Academic Warning**

A student is placed on academic warning the first time their cumulative GPA falls below 2.00.

Upon being placed on academic warning, the following actions will occur:

- A registration hold will be placed on the student's record.
- The student must meet with their academic advisor to develop an academic improvement plan and remove the registration hold.
- The student will be advised to use KSU support services to improve their academic performance.

### **B. Academic Probation**

A student on academic warning who fails to achieve a cumulative GPA of at least 2.00 in the following semester will be placed on academic probation.

A student who has returned to good standing but whose cumulative GPA later falls below 2.00 will be placed directly on academic probation without an additional warning period.

Upon being placed on academic probation, the following conditions apply:

- A registration hold will be placed on the student's record.
- The student must meet with their academic advisor to develop an academic improvement plan and remove the registration hold.

- The student's course load will be restricted to a maximum of thirteen (13) credit hours during the fall and spring semesters and six (6) credit hours during the summer term.

A student will be removed from academic probation upon achieving a cumulative GPA of at least 2.00.

A student on academic probation who earns a semester GPA of 2.00 or higher, but whose cumulative GPA remains below 2.00, will remain on academic probation.

A student on academic probation who fails to earn a semester GPA of at least 2.00 will be placed on academic suspension.

### **C. Academic Suspension**

#### ***First Suspension***

- A student suspended for the first time must remain out of KSU for at least one (1) fall or spring semester.
- To be considered for reinstatement, the student must meet with the Dean (or designee) of their college by the established deadline to discuss their academic standing. Applicable deadlines are August 1 for the fall semester, December 1 for the spring semester, and May 1 for the summer term.
- If a suspended student remains out of KSU for more than two (2) years, they must reapply for admission after reinstatement is approved.
- These requirements also apply to transfer students who are ineligible to return to their previous institution due to academic deficiency.

#### ***Second Suspension***

- A student suspended for a second time must remain out of KSU for at least two (2) full fall or spring semesters.
- Reinstatement after a second suspension is granted only in unusual circumstances and requires the following steps be completed by the relevant deadline (August 1 for fall, December 1 for spring, May 1 for summer):
  - The student must meet with their college Dean (or designee) and obtain a positive recommendation for reinstatement.
  - The student must submit an appeal letter to a university-level ad hoc review committee.
  - The ad hoc committee, consisting of representatives from each undergraduate college, must approve the request for reinstatement.
- If reinstatement is approved, the student must then apply for readmission to the University.

#### ***Third or Subsequent Suspension***

- A student suspended for a third time or more will be subject to a "Final Suspension."

- The student must remain out of KSU for at least two (2) full fall or spring semesters.
- Reinstatement will not be granted except in highly unusual circumstances, and only if the conditions outlined for a second suspension are met.

#### **D. Appeal of Suspension**

A student may appeal an academic suspension to the Provost and Vice President of Academic & Student Affairs (or designee) if they believe circumstances beyond their control impacted their academic success. Final suspensions may not be appealed.

The appeal must be submitted in writing and include appropriate supporting documentation to be considered. If an appeal is approved, the student may be reinstated with specific conditions established by the Provost's Office and the student's college Dean.

#### **REFERENCES AND RELATED MATERIALS:**

- Student Code of Conduct

#### **CONTACTS:**

Subject	Office	Telephone	E-mail
Policy Questions	Office of the Provost	(502) 597-6946	<a href="mailto:Michael.Dailey@kysu.edu">Michael.Dailey@kysu.edu</a>

#### **HISTORY:**

Revision Type	Date of Issuance/Revision	Drafter(s)/Editor(s)
Issued (New Policy)	June 2025	Zach Atwell

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