What is Academic Probation?

1. Students in good standing whose overall UTSA GPA falls below 2.0 are placed on academic probation.

2. Students on academic probation may take no more than 13 semester credit hours in a Fall or Spring term (7 hours in a Summer term). Students on probation will receive advising holds and must be registered by an advisor.

3. Students cannot graduate while on academic probation.

4. Students will be removed from academic probation when they achieve a 2.0 overall UTSA GPA.
What is Academic Dismissal?

1. Academic dismissal is based on your UTSA GPA only.

2. UTSA students must maintain a minimum required grade point average of 2.0 in all work attempted at UTSA. If your overall UTSA GPA falls below 2.0, you will be placed on academic probation.

3. Students on academic probation must earn a 2.0 every term. If a student on probation earns a GPA below 2.0 for the term, s/he will be placed on academic dismissal.

4. Students who are dismissed for the first time may not enroll in classes at UTSA for one term. Students who are dismissed for a second or subsequent time may not enroll in classes at UTSA for one calendar year. Students placed on academic dismissal must petition for reinstatement or readmission for future enrollment.
What should I do while on Academic Dismissal?

1. Schedule an appointment with your College of Education and Human Development Advisor to discuss academic goals, strategies for success, and productive ways to spend your time while on academic dismissal from UTSA.

2. If you have more than 45 hours, register for classes at a community college in your area. (If this is your first dismissal, your reinstatement will be delayed until UTSA receives your transcripts for any work completed while on academic dismissal). For more information on the Alamo Community College District, visit their website at www.accd.edu. If you have less than 45 hours, wait until you return to UTSA to take any more courses so that the Ds and Fs you earned at UTSA may be replaced (See p. 101 of 2004-2005 UTSA Information Bulletin).

3. Apply for admission or reinstatement by the designated deadline.

“First Academic Dismissal. Students placed on academic dismissal for the first time may be reinstated after not attending UTSA for the next regular semester (Fall, Spring, or entire Summer Semester). Students seeking reinstatement must file an application for admission by the appropriate deadline. Students on academic dismissal from UTSA may not attend other institutions for the purpose of raising their UTSA grade point average.

Subsequent Academic Dismissals. Students placed on academic dismissal for a second or subsequent time may be reinstated after not attending UTSA for one calendar year. After this year, students may petition for reinstatement to the Dean of the college in which they are majoring or intend to major. Undeclared majors petition the University Committee on Probation and Reinstatement. Petition forms may be obtained in the Deans’ offices or the Enrollment Services Center. [Note: the Associate Dean usually wants student to show improved performance at a Junior College].

Petition Procedures. Petition for Reinstatement forms must be filed by the following deadlines:

<table>
<thead>
<tr>
<th>Date</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 15</td>
<td>Spring Semester</td>
</tr>
<tr>
<td>March 15</td>
<td>Summer Semester</td>
</tr>
<tr>
<td>June 15</td>
<td>Fall Semester</td>
</tr>
</tbody>
</table>

If the petition for reinstatement is disapproved, a student may not file another petition until the following semester. Appeal of a denial for reinstatement may be made to the Office of the Provost and Executive Vice President within two weeks after notice of the denial is postmarked. The decision of the Office of the Provost and Executive Vice President is final.” (UTSA Information Bulletin 2004-2005, p. 106)
What should I do when I am reinstated to UTSA?

1. Maintain a UTSA term GPA of 2.0 or higher each and every term you are on probation. All students who have been reinstated from an academic dismissal are reinstated on academic probation and must meet academic probation grade point requirements.

2. Schedule an appointment with your academic advisor to review your degree plan and any course restrictions from the College of Education and Human Development Associate Dean, and to discuss which courses to take your first semester back at UTSA.

3. Create your class schedule and register for classes with your academic advisor during your designated registration period. Reinstated students are limited to 13 semester credit hours (7 hours in a summer semester), have an advising hold, and must be registered by an advisor each semester until they have earned a 2.0 overall UTSA GPA.

Calculating a Grade Point Average

<table>
<thead>
<tr>
<th>Course</th>
<th>Grade</th>
<th>Points</th>
<th>Hours</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology I</td>
<td>A</td>
<td>4</td>
<td>X</td>
<td>3</td>
</tr>
<tr>
<td>College Algebra</td>
<td>B</td>
<td>3</td>
<td>X</td>
<td>3</td>
</tr>
<tr>
<td>Freshman Comp.</td>
<td>C</td>
<td>2</td>
<td>X</td>
<td>3</td>
</tr>
<tr>
<td>Lab Investigations</td>
<td>D</td>
<td>1</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td>Public Speaking</td>
<td>F</td>
<td>0</td>
<td>X</td>
<td>3</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>14</td>
<td></td>
<td>29</td>
</tr>
</tbody>
</table>

Grade Point Average = 2.07 GPA

You may click on the link below to automatically calculate your gpa.

http://coehd.utsa.edu/Special/GPA_Calculator.htm
4. Read your undergraduate catalog of graduation and understand the requirements of your degree. Be aware of any new or changed policies by obtaining an Information Bulletin which is published each year.

5. Follow course prerequisites listed in your undergraduate catalog. Obtain a copy of the current catalog for up-to-date prerequisite listings.

6. Keep track of important dates such as the last day to drop with a W, in case you find yourself struggling in any course(s).

7. Make time to attend class and study. This may require cutting back on work hours and limiting your personal obligations. In order to do well in your classes, you should spend approximately 3 hours studying for every one credit hour. For example, if you are taking 12 semester hours, you should plan on studying \((12 \times 3 = 36)\) 36 hours outside of class. Create and adhere to a daily schedule that includes your classes, study time, and work hours.

8. Follow the guidelines of the “60 hour” rule. In a five day work week, your commitments (attending class, studying, working, and other personal obligations) should be limited to a total of 60 hours. For example, a student taking 12 semester credit hours should study 36 hours outside of the classroom \((12 + 36 = 48)\), therefore the total amount of other commitments should not exceed 12 hours \((60 - 48 = 12)\).

9. Attend Supplemental Instruction and tutoring (Tomas Rivera Center, Math Tutoring Lab, Counseling Services), meet with professors during office hours, create student study group, meet with an academic advisor regularly, keep an academic calendar with a list of all assignments, papers, and tests.

YOU CAN DO IT!!!!
Repeating Courses

“The policy for repeating courses, as stated below, only applies to courses completed and repeated at UTSA.

Certain courses in the catalog state in their course description that they "may be repeated for credit." These are the only courses where repeating is not a duplication. All semester credit hours and grade points from every instance of taking these courses count in the student's record.

...Effective Fall Semester 2005, in order to improve grades, a student may repeat courses [in which a “D” or “F” was received and have the better grade replace the lower one] only if the student has earned fewer than 45 hours of college credit at the beginning of the term in which the courses are repeated and only for lower-division courses. For a student who has earned at least 45 hours of college credit or for a student repeating upper-division courses, the semester credit hours and grade points for repeated courses will count in the student's records. There will be no change in the way the semester credit hours and grade points contribute to the student's records for courses attempted prior to the Fall 2005 Semester.” (UTSA Information Bulletin 2004-2005, p. 101)
* Three-Attempt Rule

“The Texas Legislature recently enacted legislation that does not allow universities to receive state funding for courses containing the same content attempted by a student more than twice at the same Texas state-supported institution of higher education. This regulation not only includes completing a class more than twice, but also includes classes where grades of "W" were earned by withdrawing from classes or dropping a class after the official term Census Date (see the online registration instruction calendars for specific Census Dates for each term).

There is now a monetary benefit if students complete classes prior to the third attempt; therefore, it is imperative that students make every effort to complete courses successfully the first time. Upon the third or subsequent attempt to take the same course at UTSA, a surcharge per semester credit hour will be assessed by UTSA for courses that fall into this category. This surcharge will be in addition to the regular in-state per semester credit hour tuition rate. Current tuition, fees, and charges schedules can be accessed at www.utsa.edu/fiscal services. UTSA began assessing the surcharge in the Fall 2004 Semester. The three-attempt rule applies to both undergraduate and graduate students. However, out-of-state students who pay the out-of-state rate would not be subject to the surcharge; out-of-state students with fee waivers or who are exempt from paying the out-of-state rate would be assessed the surcharge at the same rate as in-state students.

The Texas Legislature has mandated that students be held accountable for any courses they have taken beginning with the Fall 2002 Semester (this means that the "course count" begins with courses taken or dropped after Census Date beginning with the Fall 2002 semester). However, certain classes will be exempt from this rule such as master's thesis, dissertation, independent study, and special topics courses with differing content.

Students wishing to appeal a charge because of the three-attempt rule may complete an appeal form available in college advising centers for undergraduate students and in the Graduate School for graduate students.” (UTSA Information Bulletin 2004-2005, p. 84)