



**ST. THOMAS UNIVERSITY**  
Global American Learning

**ATTENDANCE POLICY**

A successful academic experience depends on collaboration between faculty and students. At STU, participation in lessons and discussions is an integral part of the learning process, and the student must seek assistance from the tutor advising as needed.

**1. GOOD STANDING**

A student is considered in Good Standing when the semester grade point average (GPA) and cumulative GPA are 2.0 or higher (undergraduates) or 3.0 (graduates) or in initial Good Standing during the first semester after transferring from another college or university, regardless of the transfer GPA.

**2. DISQUALIFIED FOR VERIFICATION**

Students who have been admitted with provisional admission status and still need to receive verification or official academic documents by completing the third course may only attend classes or change programs once documentation is received.

**3. ACADEMIC PROBATION**

At the end of three courses, students with a grade point average (GPA) below 2.0 for undergraduate and 3.0 for graduate students, the Academic Standards Committee will inform students of their placement on academic probation. During academic probation, students may take three more courses and maintain an average of 2.0 for undergraduates and 3.0 for graduate students or better. It must be done within a six-month period. If a student cannot maintain significant improvement, the university can exercise the right to dismissal.

**4. ACADEMIC SUSPENSION**

Students on Academic Probation will be placed on Academic Suspension if:

- (a) After the granted probationary period, they maintain a GPA of less than 2.0 for undergraduates or 3.0 for graduates.
- (b) For failing to achieve the minimum required grade after the second attempt of a course required for progression in their degree program.

Academic suspension is notified to the student by the Registrar and prohibits enrollment in courses and the university for six months. After an academic break of six months has passed, students may be readmitted. The student must apply for readmission by the University's admission procedures, explaining the reasons for their previous academic deficiencies and why they should be readmitted. The Academic Standards Committee will review the readmission file and decide on readmission. If approved, the student must complete all program requirements in effect at the time of reinstatement and will be placed on Academic Probation for the first three courses and must maintain a cumulative average of 2.5 for undergraduates or 3.0 for graduates to avoid permanent academic suspension.

The University will note on the student's transcript the date the student was placed and removed from academic suspension.

**5. ACADEMIC SUSPENSION REVIEW**

The Provost shall review the records of students proposed for academic suspension and submit to the Academic Standards Committee that a student whose history shows promise of success in achieving a cumulative grade point average of 2.5 (for undergraduates) or 3.0 (for graduates) be retained on academic probation for an additional three courses.

**6. DISCIPLINARY SUSPENSION**

Students may be suspended from the University for some time or indefinitely due to violating the Student Code of Conduct. The University will note on the student's transcript and personnel record the date the student was placed on and removed from academic suspension.

**7. APPEAL TO ACADEMIC SUSPENSION**

Students can appeal an academic suspension by completing the Academic Suspension Appeal Form. The appeal must be submitted to the Academic Standards Committee within one week of receiving notification of the rest from the University.

**8. PROGRAM COMPLETION DEADLINES**

Program completion deadlines have been established for all programs offered by the University and apply to all continuously enrolled students. Program completion deadlines are calculated based on the first date of positive recorded attendance in the first program-suitable course and are listed below:

Program	Years for Completion
Bachelors	Within seven years
Masters	Within five years

**Please Note:** For any questions about progression requirements or academic disqualification, the student must contact the approximate university office.