

7. It is expected that a student will devote his or her leave primarily to nonclassroom activities. A leave will not be approved if the student plans to attend another institution, unless the course work the student seeks is not available at CSU, Fresno. Any academic credit earned while on a planned educational leave will be accredited by CSU, Fresno only if permission is granted for that credit in advance by the assistant to the director of admissions.
8. Students who do not return to the university at the conclusion of their planned educational leave and those who enroll elsewhere without permission of the assistant to the director of admissions will be considered to have withdrawn from the university at the end of their last semester of regular enrollment at CSU, Fresno.

Students wishing to apply for a planned educational leave should obtain a petition from the Admissions Office.

**Student Academic Petitions.** The Student Academic Petitions Committee has the authority to permit exceptions to university baccalaureate degree requirements when fulfilling the degree requirement would prove to be an undue hardship for the student and/or such an exception can be demonstrated to be educationally justifiable. The committee will take action only upon the submission of a formal petition by the student that sets forth the facts and circumstances that may warrant special consideration. Petitions and procedural information are available in the Office of Advising and Orientation. The Petitions Committee does *not* make decisions pertaining to substitutions for undergraduate and graduate major requirements. Such requests are appropriately initiated through the student's department. Requests to waive established university policy governing graduate study may be addressed to the dean, Division of Graduate Studies and Research. If a request cannot be accommodated, it will be forwarded to the Graduate Council.

The Student Academic Petitions Committee also has the responsibility of handling grade protests for all students, undergraduate and post-baccalaureate. If a student believes that he/she has been graded prejudicially or capriciously by an instructor, the student should consult first with the faculty member concerned and make every effort to resolve the issue. (On many occasions when a student contacts an instructor about a grade thought to be assigned unfairly, the student will learn that the instructor actually made a recording error, which will be remedied when the instructor obtains a Grade Correction Request Form from the departmental secretary and submits the completed form to the Petitions Committee.) However, if the issue is not resolved, the student should then consult with the department chair. If the student still believes that the grade was assigned prejudicially or capriciously after completing this process, the student then may request that the Student Academic Petitions Committee review the issue. To request such a review, the student must submit a written statement setting forth all pertinent details relating to the issue to the director of Advising and Orientation who chairs the Petitions Committee.

A full statement regarding "Protection Against Improper Academic Evaluation" and additional procedural instructions may be obtained from the Office of the Dean of Student Affairs. The assistant dean of Student Affairs is available for clarification of grade protest procedures.

“ My advice to new students is not to panic when you make a bad grade on a test and don't be afraid to ask your professor for help. Their goal is to see you pass and learn as much as possible. ”

— Senior,  
Liberal Studies

## Scholarship Status

**Satisfactory Scholarship.** Satisfactory scholarship means at least a *C* average (2.0 grade point average or twice as many grade points as units attempted) and satisfactory progress toward a degree for undergraduate and post-baccalaureate students without a master's degree objective. Graduate (master's degree) students must maintain at least a *B* average.

A student (undergraduate, post-baccalaureate, or graduate) whose grade point average falls below the satisfactory scholarship level will be placed on probation and will be disqualified if the grade point average falls below probation levels. (For details see below.) All probation and disqualification actions are recorded on the student's permanent record (transcript).

**Probation.** An undergraduate student will be placed on academic probation, a type of academic warning, if his or her:

- grade point average (G.P.A.) based on total units attempted at all colleges is below a 2.0 (*C* average), or
- G.P.A. based on all units attempted at CSU, Fresno is below a 2.0 average.

The student will be continued on academic probation until both overall and CSU, Fresno grade point averages are 2.0 or better, or until the student is disqualified under one of the provisions of the disqualification regulations.

For example, a first semester freshman would be placed on probation if he/she carried 12 units (four 3-unit classes) and earned 1 *B*, 2 *C*'s and 1 *F*. The student would then have to earn 3 *C*'s and 1 *B* or better (in four 3-unit classes) the following semester to regain satisfactory scholarship status.

These regulations also apply to all post-baccalaureate students except those enrolled in master's programs. The latter are expected to maintain a minimum G.P.A. of 3.0. Master's students who fall below the required G.P.A. will be placed on probation.

A student may be placed on administrative-academic probation for withdrawal from a substantial portion of a program in two successive terms or in any three terms; for repeated failure to progress toward a degree; or for failure to comply with an academic requirement or regulation that is routine for all students or for a defined group of students.

**Disqualification.** A student will be disqualified under the following provisions: if he/she is on probation and fails to meet the contractual conditions or if he/she has a cumulative deficiency on either the overall or CSU, Fresno record equal to or greater than that indicated below.

- Freshmen, sophomores with (0–59 units completed): 15 grade-point deficiency