

# Good Standing, Honor Roll & Dean's List, Graduation Awards, Probation & Suspension

## Good Standing

A student is in Good Standing at CSM when he or she is enrolled in class(es) and is not on either academic or disciplinary probation, suspension, or dismissal.

## Honor Roll & Dean's List

To be placed on the academic honor roll, a student must complete at least 14.0 semester hours with a 3.0-3.499 grade point for the semester, have no grade below C, and no incomplete grade. Those students satisfying the above criteria with a semester grade-point average of 3.5 or above are placed on the Dean's List.

Students are notified by the Dean of Students of the receipt of these honors. The Dean's List notation appears on the student's transcript.

## Graduation Awards

Colorado School of Mines awards the designations of Cum Laude, Magna Cum Laude, and Summa Cum Laude upon graduation. These designations are based on the following overall grade-point averages:

Grade-point average	Designation
3.500 - 3.699	Cum Laude
3.700 - 3.899	Magna Cum Laude
3.900 - 4.000	Summa Cum Laude

Commencement ceremony awards are determined by the student's cumulative academic record at the end of the preceding semester. For example, the overall grade-point average earned at the end of the fall term determines the honor listed in the May commencement program.

Final honors designations are determined once final grades have been awarded for the term of graduation. The final honors designation appears on the official transcript and is inscribed on the metal diploma. Official transcripts are available approximately one to two weeks after the term grades have been finalized. Metal diplomas are sent to the student approximately two months after final grades are posted. Mailing arrangements are made during Graduation Salute.

Undergraduate students are provided one metal diploma at no cost. Additional metal diplomas and parchment diplomas can be ordered online at the Registrar's Office webpage for an additional charge. Graduating students should order these items before the end of the graduation term in order to ensure delivery approximately two months after final grades are awarded.

## Academic Probation & Suspension

Academic standing is processed at the end of the Fall, Spring, and Summer (if applicable) terms.

## Probation

A student whose cumulative grade-point average falls below the minimum requirement of 2.0 will be placed on academic probation for the following semester. A student on probation is subject to the following restrictions:

1. The student may not register for more than 15.0 credit hours;
2. The student may be required to withdraw from intercollegiate athletics;
3. The student may not run for, or accept appointment to, any campus office or committee chairmanship. A student who is placed on probation while holding a position involving significant responsibility and commitment may be required to resign after consultation with the Dean of Student's Office or the President of Associated Students. A student will be removed from probation when the cumulative grade-point average is brought up to the minimum, as specified in the table below.

## Suspension

A student whose cumulative grade-point average falls below the minimum requirement of 2.0 will be placed on Academic Probation for the following semester (fall, spring, or summer). A student who satisfies the current term grade period requirement but fails to achieve the required cumulative grade-point average will remain on probation. A student who fails to earn above a 2.0 GPA (current term and cumulative) while on probation will be suspended.

A first-year or transfer student who fails to make a grade-point average of 2.0 in the first grade period will be on Academic Probation for the following academic term. Additionally, the student will be required to meet with the Center for Academic Services and Advising (CASA) for counsel. Students may not continue their studies until meeting with CASA.

Suspension becomes effective immediately when it is imposed. Readmission after suspension requires written approval from the Readmissions Committee.

No student who is suspended may enroll in any regular academic semester without the written approval of the Readmissions Committee. However, a student on suspension may enroll in a summer session (field camp, academic session, or both) with the written permission of the Dean of Student's Office. Students on suspension who have been given written permission to enroll in a summer session course(s) by the Dean may not enroll in any subsequent term at CSM without the written permission of the Readmissions Committee. Students who are suspended may not register for a period of at least one term (fall or spring).

A student who intends to appear in person before the Readmissions Committee must contact the Dean of Student's Office at least one week prior to the desired appointment. Between regular meetings of the Committee, in cases where extensive travel would be required to appear in person, a student may petition in writing to the Committee, through the Dean of Student's Office. Appearing before the Readmissions Committee virtually or by letter rather than in person will be permitted only in cases of extreme hardship or insurmountable circumstances. Such cases will include travel from a great distance, e.g. overseas, or travel from a distance which requires leaving a permanent job.

The Readmissions Committee meets on six separate occasions throughout the year. Students applying for readmission must appear at those times except under conditions beyond the control of the student. Such conditions include a committee appointment load, delay in

producing notice of suspension, or weather conditions closing highways and airports.

All applications for readmission must include a written statement of the case to be made for readmission.

A student who, after being suspended and readmitted twice, again fails to meet the academic standards shall be Academic Dismissed. The Readmissions Committee will hear a single appeal of automatic dismissal. The appeal will only be heard after demonstration of substantial and significant changes. A period of time sufficient (i.e., one calendar year) to demonstrate such a change usually elapses prior to the student attempting to schedule this hearing. The decision of the Committee on that single appeal will be final and no further appeal will be permitted.

Readmission by the Committee does not guarantee that there is space available to enroll. A student must process the necessary papers with the Admissions Office prior to seeing the Committee.

## Notification

Academic standing is processed at the end of the Fall, Spring, and Summer (if applicable) terms. Notice of probation, suspension, or dismissal will be mailed or e-mailed to each student who fails to meet catalog requirements.

## Repeated Failure

A student who twice fails a required course at Colorado School of Mines and is not subject to academic suspension will automatically be placed on "special hold" status with the Registrar, regardless of the student's cumulative or semester GPA. The student must meet with the subject advisor and receive written permission to remove the hold before being allowed to register.

In the case of three or more Fs in the same course, the student must meet with the faculty Readmissions Committee and receive permission to remove the hold before being allowed to register.

Transfer credit from another school will not be accepted for a twice-failed course.

## Multiple Withdrawal Policy

The total number of withdrawn course credits (e.g. courses resulting in a "W" grade) over a student's academic career are tracked and counted at the end of each academic semester (Fall and Spring terms). When the following credit limits have been met, or surpassed, the associated academic standing provisions will result.

When a student has accumulated 20 or more withdrawn credits, the student will receive support including possible admission to the Bounce Back program and individual academic coaching and assistance.

When a student has accumulated 30 or more withdrawn credits, the student will receive a first (or greater) suspension for failing to meet academic performance standards. The student must meet with the Readmissions Committee and secure a majority vote in favor of their return.

When a student has accumulated 45 or more withdrawn credits, the student will receive a second (or greater) suspension for failing to meet academic performance standards. To return, the student must meet with

the Readmissions Committee and secure a majority vote in favor of their return.

When a student has accumulated 60 or more withdrawn credits, the student will receive a third suspension resulting in dismissal or terminal dismissal for failing to meet academic performance standards.

Withdrawn credits resulting from a Hardship or Medical withdrawal will not count towards the total number of withdrawn credits for the purposes of this policy.

For further information, please contact the Office of the Dean of Students.