

# ACADEMIC REGULATIONS AND POLICIES

All Bryant University students are responsible for complying with the rules, regulations, policies, and procedures contained in this publication, as well as those in other official University publications (e.g. Student Handbook) and announcements which may be issued from time to time.

## Academic Regulations

### Credit Hour

As an institution of higher education, Bryant University holds the responsibility for determining and upholding standards related to the awarding of credit hours for student work consistent with national standards. One credit hour is defined as follows:

- One hour (50 minutes) of classroom or direct faculty instruction and a minimum of two hours out of class student work each week for approximately fifteen weeks for one term.
- A least an equivalent amount of work as required outlined above for other academic activities as established by the institution including laboratory work, internships, practica, studio work, and other academic work relating to the award of credit hours.

Bryant University ensures a minimum of 750 minutes of instruction per credit hour (2,250 minutes of instruction for a standard, three-hour course), regardless of mode of delivery. Winter and Summer terms offer accelerated courses, and the schedule is adjusted to meet the above standard.

### Grading System

The grading system is shown below. To calculate GPA

1. Multiply the point value of the letter grade by the number of credit hours. The result is the quality points earned.
2. Total the credit hours for the term.
3. Total the quality points for the term.
4. Divide the total quality points by the total credit hours.
5. The result is the GPA for the term.
6. Final GPA is truncated (not rounded) to the hundredths (i.e., two decimal places) for all official university records, academic standing, honors, etc.

A	4.0	Excellent
A-	3.7	
B+	3.3	
B	3.0	Good
B-	2.7	
C+	2.3	
C	2.0	Satisfactory
C-	1.7	
D+	1.3	
D	1.0	Unsatisfactory
F	0	Failing

**I** Incomplete (because of extenuating circumstances, the instructor has allowed additional time, usually two weeks, to complete the course.) The Incomplete is not included in calculating the GPA. If the Incomplete is not finished before the midterm of the next regular term (i.e., Fall or Spring terms), the grade will automatically be converted to an F. For purposes of this policy, "midterm of the next regular term" shall be interpreted to mean the date which the institution has identified when midterm grades for the term must be submitted.

**AU** Audit grade. Grade not included in calculation of GPA.

**P** Pass grade. Grade not included in calculation of GPA

**W** Student is allowed to withdraw from a course through the tenth week of the semester (see relevant academic calendar for the exact date). The recorded grade of "W" does not enter into GPA calculations. If a student does not formally withdraw from a course, the instructor will submit the final grade earned and that grade will appear on the student's transcript. In cases of academic dishonesty, the student will not be permitted to withdraw if an F grade penalty is assigned or if an academic dishonesty case is pending. A student may be allowed to withdraw from a course after the Week 10 deadline due to extenuating circumstances. In cases of academic dishonesty, or if an academic dishonesty case is pending, a student will not be allowed to retroactively withdraw from the course in question.

**WD** Student is allowed to withdraw from a term without penalty up to and including the 10th week of classes. In cases of academic dishonesty, the student will not be permitted to withdraw if an F Grade penalty is assigned or an academic dishonesty case is pending. Any course that has been completed and graded will remain on the student's record.

In those cases where the instructor fails to meet the deadline date for submission of grades, the grade report will reflect the symbol NA, which means "Not available at time of processing of grade reports. Student must check with instructor for grade."

Courses attempted at Bryant University are permanently recorded and appropriately calculated in the grade point average.

### Add/Drop Policy

During the fall and spring terms, students may add courses for one (1) week after the first day of classes. Students have two weeks to drop classes after the first day of classes. Students must submit an online add/drop form. Students will be admitted upon faculty approval. Refer to the Office of the Registrar web page for add and drop deadlines for the winter and summer terms.

### Grade Replacement Policy

Undergraduate students may have the option of replacing a grade in a course by retaking the course. The grade replacement policy is subject to the following conditions:

- For any one course this grade replacement option may only be used once. Also, credit for a repeated course may be used only once.
- This policy can be applied to a maximum of four different courses.
- For purposes of GPA calculation, the grade earned during the first course enrollment will stand until the recording of the final grade in

the second enrollment is completed. When the second enrollment is completed, the grade for that second enrollment will become the grade used in all GPA calculations regardless of whether the grade earned is higher or lower than the grade obtained during the first enrollment.

- The transcript will record both course enrollments and the grade earned in each enrollment. The first attempt will be marked with an X to indicate grade replacement (e.g., XF, XD, XC).
- In the case of multiple attempts to achieve a passing grade in any one course, the X grade will apply only to the first attempt. The grades from all other attempts will be included in GPA calculations, which is consistent with the current policy.
- Students will not be allowed to apply the grade replacement policy to a course in which there has been documented academic dishonesty that has not been reversed on appeal.
- The grade from the first attempt will continue to stand for those students who withdraw with a W or WP grade from the course during the second attempt. The grade for withdrawing with a WF during the second attempt will be an F for the course. Any type of withdrawal will count as one of the four allowed attempts.

A student who wishes to apply for grade replacement should petition the Undergraduate Advising Office. Petitions must be filed by the end of the Add/Drop period in the term in which the student will complete the second attempt. The Director of Undergraduate Advising will review all applications, and may deny permission in cases where repeating a course will delay appropriate progress toward completion of the student's academic program. A student may appeal the decision to deny a second enrollment to the department chair responsible for his or her primary academic program.

## Academic Grievance Procedures

Students who have academic grievances are entitled to have their dispute reviewed by a formal and systematic process. The student must initiate the grievance process by obtaining a form in the Office of the Registrar that outlines the steps to be taken for this review. The deadline for students to initiate an academic grievance is the middle of the next regular term. For purposes of this policy, "middle of the next regular term" shall be interpreted to mean the date that mid-term grades are due.

The Academic Grievance process should begin with a good-faith effort for resolution between the student and professor. In the event that an issue cannot be resolved between the student and professor, the student may subsequently take up the review with the appropriate Department Chair, then the Associate Dean and then the Dean of the respective college. If the issue cannot be resolved by the aforementioned steps, the student may request a hearing with the Undergraduate Student Academic Grievance Committee.

The Undergraduate Student Academic Grievance Committee shall hold hearings on academic grievances asserted by undergraduate students. The Committee shall meet only when the student has not been able to resolve the grievance through the faculty member, the Department Chair, and the Dean's level review. The Committee shall have the authority to make recommendations for disposition of grievances to the Provost. The Provost shall consider the recommendation but shall not be bound by the recommendation; and his/her decision on the grievance shall be final. At each stage in the grievance process a written record that summarizes each party's understanding and disposition is expected.

## ACADEMIC INTEGRITY POLICY

A student's education is the result of individual initiative and industry. Students certify that any and all class submissions, assignments, reports, etc. are their own original work. Each Bryant student, accordingly, understands that to submit work that is not their own violates University policy as well as personal integrity. A high standard of conduct in academic experiences is expected of each student.

The academic community, therefore, does not tolerate any form of "cheating" – the dishonest use of assistance in the preparation or submission of outside or in-class assignments. Violations of this policy are subject to disciplinary action.

Violations of Academic Integrity include but are not limited to:

- plagiarism (including self-plagiarism) in any form;
- copying from another student's examination, term paper, homework or lab report or any other class submission;
- inappropriate use of sources (e.g., cellphones) during a quiz or exam, etc.;
- intentionally missing a quiz or exam, etc. to gain an unfair advantage;
- submitting the same or substantially similar paper or assignment in more than one course without permission of the instructors;
- unauthorized use of AI-writing tools or programs, and/or the permitted use of such tools without appropriate attribution or citation;
- falsification or invention of data;
- unauthorized use of the work of others including unauthorized collaboration;
- misappropriation of examination materials or information;
- giving illicit aid on exams, papers, or projects or any other class submissions.

Lack of knowledge of the above is unacceptable as an excuse for dishonest efforts.

## Procedures and Penalties

A student must be informed of any accusations of an Academic Integrity violation. The procedures for handling Academic Integrity violations are as follows:

### 1. For cases involving conduct in a particular class:

Instructors have the explicit responsibility to take action in alleged Academic Integrity violations if the incident occurs with respect to a particular course. The instructor may penalize the student up to and including failure in the course and consequent expulsion from the class. Prior to reporting, the instructor must inform the student in person or in a synchronous virtual meeting of the academic dishonesty incident and any penalty. If the instructor has made a good faith effort to reach the student without success, a notification via email will suffice. The instructor must file a written report with the department chair and the undergraduate advising office (through the Banner system or equivalent) detailing the nature of the Academic Integrity violation and any penalty imposed.

If a potential incident occurs in the Academic Testing Center (ATC), information about the behavior suggesting an Academic Integrity violation will be provided by the staff of the ATC to the instructor teaching the relevant course. The instructor will assess whether a violation has occurred and, if so, follow the procedures outlined in the previous paragraph.

The student may appeal the instructor's decision to the appropriate department chair (or equivalent), then to the dean of the respective college (or equivalent). This chair and dean appeal process can result in any of the following outcomes:

- To sustain the instructor's decision.
- To overturn the instructor's finding of Academic Integrity violation and/or penalty.
- To impose additional sanctions beyond those imposed by the instructor, including, but not limited to, placing the student on probationary status, or recommending to the Provost that the student be suspended or dismissed from the university.

If the student accepts the decision of the chair or dean, the chair or dean will file a report with the undergraduate advising office detailing the final disposition of the incident.

If the issue cannot be resolved by the aforementioned steps, the student may request an appeal hearing with the Academic Integrity Board.

**2. In all other cases, any member of the Bryant University community may report an alleged violation of the Academic Integrity policy directly to the dean (or equivalent) of the respective college (or equivalent).**

**Record keeping:**

A record of **all** academic integrity violations shall be maintained by the undergraduate advising office or the equivalent. If the same student is involved in multiple violations of the academic integrity policy (which have been sustained if appealed), these incidents will also be included in the student's conduct record maintained by the Student Affairs Division.

**Incremental sanctions for multiple instances of academic dishonesty**

A record of **all** academic integrity violations shall be maintained by the undergraduate advising office or the equivalent. If the same student is involved in multiple violations of the academic integrity policy (which have been sustained if appealed), these incidents will also be included in the student's conduct record maintained by the Student Affairs Division.

**Academic Integrity Board:**

*Composition:*

1. Five faculty members appointed by the Provost (with no more than 2 faculty members from any college, school, or equivalent).
2. Two students appointed by the Provost. Eligible students include those:
  - a. in good academic standing,
  - b. with no previous academic integrity violations, and
  - c. without a disciplinary record.
3. A representative from Student Affairs appointed by the Vice President of Student Affairs.
4. The Associate Provost or his/her designee as a non-voting member.

A quorum of the committee consists of at least three voting members.

The board charge is two-fold:

1. To hear appeals from students accused of violating the academic integrity policy who are unsatisfied with their initial appeals to the department chair and dean.
2. To review multiple academic integrity policy violations by the same student for potential incremental sanctions.

**For student appeals:**

The appeal process could result in one of the following outcomes:

- To overturn the instructor's decision and remove any penalty imposed.
- To sustain or amend the instructor's findings and/or sanction.
- To place the student on Academic Integrity Probation, which can include exclusion from award eligibility (including dean's and president's list), and/or activities such as study abroad, honors societies and programs, and/or athletics.
- To suspend the student from the University for a period of time
- To recommend expulsion of the student from the University to the Provost.

**Triggered review for multiple violations:**

An automatic review of the student's conduct is triggered when the same student is involved in more than one Academic Integrity violation (which have been sustained if appealed), this review will occur at a hearing held as expeditiously as reasonably possible, but no later than the second week of the semester following the second (or more) violation.

During such a hearing, the Academic Integrity Board will consider whether the facts and circumstances of the multiple violations warrant further sanction. In making this determination, the board will also consider the student's disciplinary record (if any) maintained by the Division of Student Affairs.

The committee may impose incremental sanctions as follows:

- To require the student to complete university-approved education related to the violations.
- To place the student on Academic Integrity Probation, which can include exclusion from award eligibility (including dean's and president's list), and/or activities such as study abroad, honors societies and programs, and/or athletics.
- To suspend the student from the University for a period of time.
- To recommend expulsion of the student from the University to the Provost

The student will be invited to the hearing of the board before further sanctions are imposed. If the student, with notice, does not appear at the Hearing, the information related to the Academic Integrity violations shall still be presented and considered.

The multiple Academic Integrity violations will also be reported to the Student Affairs division for inclusion in the student's conduct record.

**Appeals of decisions of the Academic Integrity Board**

1. A decision reached at an Academic Integrity Board hearing may be appealed by the student(s) to the Provost within five (5) business days of the decision. Such appeals shall be in writing.

2. Unless the appeal is on the basis of new information, an appeal shall be limited to a review of the hearing and supporting documents for one or more of the following purposes:

- a. To determine whether the Academic Integrity Board Hearing was conducted fairly in light of the violations and information presented, and in conformity with prescribed procedures. Deviations from designated procedures will not be a basis for sustaining an appeal unless significant prejudice results.

b. To determine whether the sanction(s) imposed were appropriate for the academic integrity violation which the student was found to have committed.

c. To consider new information, sufficient to alter a decision or other relevant facts not brought out in the original hearing, because such information and/or facts were not known to the person appealing at the time of the original hearing.

3. If an appeal is granted by the Provost, he or she has the right to make the following decisions based on the appeal hearing:

- a. to accept and enforce the original sanction given to the accused student;
- b. to make the original sanction more stringent;
- c. to lower or lessen the original sanctions; or
- d. order a new hearing for the accused.

The Provost shall notify the student and the Academic Integrity Board in writing of his or her final decision within five business days of receiving the student appeal request unless special circumstances make that impossible.

### Advanced Standing

Bryant University awards up to 30 credits for scores of 3 or higher on some of the Advanced Placement (AP) tests available through the College Board. Each AP exam must be reviewed and approved by Bryant's Office of Admission. Bryant University will consider granting up to 12 credits for a limited number of subject examinations available through the College Level Examination Program (CLEP). Credit may also be awarded to students who have successfully completed military service schools as qualified by *A Guide to the Evaluation of Educational Experience in the Armed Services*. There are testing fees associated with several advanced placement tests.

Students who have significant, relevant work experience may also satisfy certain course requirements through departmental testing programs. Challenge Exams are available to students who believe they have acquired, through employment and/or independent study, the knowledge and skill that is equivalent to a Bryant University catalog course. To sit for a "challenge examination" a student must apply through the appropriate department chair and pay the associated fees.

Recognizing the strength and quality of the curriculum offered by the International Baccalaureate Program, Bryant University grants advanced standing credit for acceptable higher-level exams with a score of 5, 6, or 7. Bryant awards up to 30 credits based on the particular curriculum requirements. Incoming freshmen students can transfer in a maximum of 30 credits for any combination of the following: Advanced Placement exams, International Baccalaureate Program with acceptable higher-level exams, College Level Examination Program and credit earned and appearing on a college or university transcript with a 'C' or better.

### Attendance and Make-up Policy

The university expects the academic experience to take priority over all other activities. However, because of the unique nature of each course, teaching style, course objectives, student situations, and performance needs, the class professor is in the best position to determine fair and reasonable attendance and make-up policies for their course. The

professor's attendance and make-up policies shall be clearly defined in the course syllabus.

While professors have wide latitude in determining attendance and/or class participation policies, they are expected to make reasonable accommodations for students to make-up missed exams or assignments under documented circumstances such as:

- The student is away from campus attending an official University function or is representing the University in an official capacity (e.g. professional meeting, conference, as a member of a judging team, academic or athletic competitions, etc.)
- Required military duty as certified by the student's commanding officer.
- Jury duty
- Illness or injury sufficient to prevent class attendance.
- Death or serious illness in the family

In situations requiring prolonged medical or crisis absences for more than 5 days, the student/proxy should contact the Registrar's Office and they will be referred to the appropriate support professional who will collect supporting documentation. Students are not required to distribute documentation to faculty for this absence. The Registrar's Office will be notified from the support professional to communicate to the student's faculty and academic advisor confirming a temporary medical absence. A temporary medical absence may extend for 6 to 14 calendar days away from academic responsibilities. Students are required to communicate with the faculty member regarding the best plan of action upon their return.

### Academic Program: Declaration of Major

All undergraduate students are required to officially declare a major/concentration by the end of the second regular term of their sophomore year. Students in the College of Arts and Sciences and the School for Behavioral and Health Sciences also must declare their required business minor (see individual program requirements for exceptions to this general policy). Students in the College of Business must declare their required minor in either the College of Arts and Sciences or in the School of Health and Behavioral Sciences.

To officially declare, a student must submit a Major/ Minor Declaration for Undergraduate Students through their Banner Self-Service account. It is recommended that they meet with their academic advisor to ensure the feasibility of the proposed Major/Minor program.

A student who does not complete the official process of declaring their major/concentration or required minor will have a registration hold placed on their Banner account in the fall of their junior year. This hold prevents registration for spring term courses until the declaration process is completed.

### Double Major or Concentration

Students in good academic standing may choose to develop a double major or concentration. To do so, the student must satisfy the degree requirements for both majors/concentrations. This may mean that students will need to take courses beyond the 122-hour degree program requirement. Students must complete an online "Major/Concentration Declaration Form for both majors or concentrations through their Banner self-service.

## Dual Baccalaureate

At the undergraduate level, students must take the equivalent of a full year of study beyond the first baccalaureate degree to earn the second degree. Eligible students are those students in good standing. In order to pursue a dual degree, the student must officially declare with the Registrar's office by the end of his/her sophomore year in consultation with his/her assigned academic advisor. To be awarded two baccalaureate degrees, the student must satisfy the program requirements for both degrees and complete 30 credit hours beyond the first degree for a minimum total of 152 credits.

## Limitation Period for Degree Candidates

Degree requirements are normally to be completed within four years, although students may take up to five years. Additional time, up to 10 years from the date of matriculation, may be granted upon formal request to the Director of Undergraduate Advising. Students who have been withdrawn for more than two consecutive regular terms are designated as former students. Former students must reapply through the Admission Office and must meet all course, distribution, and quality requirements in effect at the time of reentry.

## Leave of Absence

Bryant University allows for Official Leave of Absence in the following categories: Personal Leave and Medical Leave. Students may apply for a leave of absence for a period of up to two regular terms.

**Personal Leave of Absence:** Students who are requesting a leave for personal reasons, financial concerns, academic exploration, or off-campus study opportunities that are not recognized by Bryant University, are on Personal Leave of Absence. A student wishing to take a personal leave of absence should contact the Office of the Registrar to begin the process of taking an official leave of absence. In order to return to the University upon completion of the official leave of absence, a student must contact the Office of the Registrar to begin that process. Students who are granted an Official Leave of Absence during a term will be dropped from all courses if it is within the Add/Drop period or withdrawn from all classes with a course grade of "W" if it is before the withdrawal deadline (see the Academic Calendar); grades of "WD" will be applied to all incomplete classes after the deadline. This drop does not impact the student's grade point average.

**Medical Leave of Absence:** To receive a Medical Leave of Absence, a student must have a consultation and signature from either Bryant Counseling Services or Health Services, or in the event of an unforeseen medical event, a doctor's note indicating the student will be unable to complete the term. Additionally, the student (or official designee) will need to fill out an application for Official Leave of Absence form from the Office of the Registrar. A student who takes a Medical Leave of Absence will receive no academic credit or academic penalty for the term. Students who are granted an Official Leave of Absence during a term will be dropped from all courses if it is within the Add/Drop period or withdrawn from all classes with the grades of "WD" will be applied to all incomplete classes after the deadline. This drop does not impact the student's grade point average.

Upon completion of the Official Leave of Absence, in order to return to the University, students will be required to contact the Office of the Registrar to complete a Reentry form.

## Withdrawing From Bryant

Students are considered active and responsible academically unless they withdraw formally from the University. All undergraduate students

who plan to withdraw from Bryant University are required to notify and complete an official withdrawal through the Registrar. At that time, the student will complete an exit interview and be advised about their obligations to the University. The withdrawal form can be processed immediately or at the end of the term and the student's intent to withdraw will be communicated to the appropriate offices. After the tenth week of the term, students will be graded according to the University Grading Policy. Additional future registrations and housing will be canceled.

## Residency Requirement

All matriculating students at Bryant must complete the last 30 credits (10 courses) of their degree requirements at Bryant. If a student lives a considerable distance from the University so as to preclude commuting, he/she may petition the Director of Undergraduate Advising to complete no more than the last six credit hours at an approved institution. None of this work may be in the student's area of concentration, and only one of the two courses may be in the business area. The petition will be considered for approval provided that the student has matriculated for at least 30 credit hours, and has no more than six credits remaining to meet the distributive requirements, and otherwise meets the standards of academic progress. The University is prepared to accept up to 92 semester hours credit in transfer from a four-year institution and up to 62 semester hours credit from a two-year community college or institution. Courses that are transferred are for credit only and are not calculated into the grade point average (GPA). Students who have reached junior standing (62 credits passed) may not transfer credits from a junior college.

## Business Credit Hours

At least 50 percent of the business credit hours required for the business degree must be earned at Bryant University. This statement applies to both the residency requirement and limits on transfer credits.

## Limits on Transfer of Credits

In addition to meeting the residency requirements, students will be eligible to receive transfer credit, subject to the distributive requirements of the degree program that the student expects to pursue at Bryant University. Upper division professional courses are not eligible for transfer credit unless they have been taken at the appropriate level at an acceptable institution. Professional courses that are not transferable may be acceptable through validation. The University follows a policy that only those courses that carry a grade no lower than a "C" will be evaluated for possible transfer.

## Academic Standards of Progress

The academic standards of progress measure a student's advancement toward meeting the grade point average requirements for a degree.

Requirements for a degree include a minimum grade point average of 2.0 in three categories:

1. major/concentration
2. minor and
3. overall [cumulative].

To be eligible for a degree, a candidate must have completed the required number and distribution of courses and have met the other requirements of the University.

## Policy of Walking in Commencement Ceremony

A student may participate in only one commencement ceremony for the conferral of a bachelor's degree. A student in good standing who is

scheduled to complete all their academic degree requirements and all other obligations to the University by the end of summer term in a given academic year is eligible to walk in the May Commencement Ceremony of that academic year. A diploma will not be presented, however, until all university obligations are met.

A student who will complete their degree requirements in a subsequent academic year is not eligible to walk in the May Commencement Ceremony.

### Academic Standards of Performance AND Progress -

Academic performance is calculated and posted on the grade report and transcript. For full-time students, the academic performance is calculated at the end of the fall and spring terms. For part-time students, this will occur at the end of the spring term each year. Academic performance is posted on the transcript and grade report according to the following levels.

#### President's List/Dean's List

A full-time student who has a GPA of 3.40 or better for at least 12 semester hours of work in a semester will be named to the Dean's List. Those who achieve a term GPA of 4.00 are designated as President's List recipients. Dean's List and President's List for traditional, full-time students is calculated each term after final grades have been submitted and the standards of progress have been processed. These designations appear on the student's official transcript.

A part-time student who has a GPA of 3.40 or better in both the fall and spring terms combined will be named to the Dean's List at the end of the academic year. Those who achieve a 4.00 in the academic year are designated as President's List recipients. Dean's List and President's List for part-time students are calculated at the end of the spring term each academic year after final grades have been submitted and the standards of progress have been processed. (Note: Special terms are included in the 4.00 calculation while at Bryant.) These designations appear on the student's official transcript.

A student who receives an "I" or "NA" grade for a term is not eligible for Dean's or President's List.

#### Graduation Honors

Special recognition at graduation is accorded those who show distinction in academic achievement. Latin Honors (*cum laude*, *magna cum laude*, and *summa cum laude*) may be awarded on the basis of cumulative averages as follows: *Cum Laude* (with honors - GPA of 3.45), *Magna Cum Laude* (with high honors - GPA of 3.65), and *Summa Cum Laude* (with highest honors - GPA of 3.85-4.00). GPA is truncated, not rounded, at the hundredths place. Students must have completed 60 semester hours of coursework at Bryant University to be eligible for honors.

#### Academic standing

Academic Standing Category	Definition	Term GPA	Cumulative GPA
GOOD	The student is in good academic standing.	2.00 or better	2.00 or better

WARNING	The student has achieved a term GPA below 2.00 but has a cumulative GPA greater than or equal to a 2.00	Below 2.00	2.00 or better
PROBATION 1	This indicates that the student has entered the first phase of academic difficulty with a cumulative GPA less than 2.00	N/A	Below 2.00
PROBATION 2	The student, on Probation 1, has made "satisfactory" progress toward the degree by earning a term GPA greater than or equal to 2.0; however the cumulative GPA remains below 2.0.	2.00 or better	Below 2.00
DISMISSAL	This occurs when the student has been through Probation 1 or 2 without having raised the cumulative GPA to a 2.0 or better.	N/A	Below 2.00

#### DISMISSAL POLICY and PROCEDURES

This occurs when the student has been through Probation 1 or 2 without having raised the cumulative GPA to a 2.0 or better.

The student is academically dismissed from the University; and in general the student is required to take one regular term leave of absence. Students on dismissal status are not eligible to enroll for courses at Bryant University. This includes winter and summer terms.

#### Immediate Appeal Process

A dismissed student who believes there are extenuating circumstances surrounding his or her academic standing can apply for a hearing with the University Committee on Scholastic Standing (UCSS). Successful appeals most often relate to special circumstances within a term that clearly caused the student to be distracted or incapacitated. These typically include significant medical issues (physical/mental), family crises, or legal issues. Other successful appeals involve demonstration of improved performance with supportive letters from University faculty or staff.

Documentation for such appeals should be primarily from professional sources such as physicians, therapists, clergy, attorneys or educators. In documenting the death of a relative or close friend, documentation

should include a funeral or obituary notice. All documentation must be verifiable.

If the UCSS denies a hearing for an immediate appeal, the dismissed student can apply for a hearing to the Provost or his/her designee. If the Provost grants a hearing for an immediate appeal, the student will no longer have any recourse with the UCSS. If the Provost denies a hearing for an immediate appeal, the dismissed student is required to take a term leave from Bryant University.

If the immediate appeal to the UCSS is granted, students must appear before the UCSS to apply for reinstatement. Students must provide evidence that their academic performance will be significantly improved upon their reinstatement.

If reinstatement is denied, the student may appeal the decision to the Provost or his/her designee and will no longer have any recourse with the UCSS.

If reinstatement is approved and the student fails to achieve the conditions specified by the committee, the student will be permanently dismissed from Bryant University.

### **REINSTATEMENT PROCESS FOR STUDENTS RETURNING AFTER A REGULAR TERM AWAY**

Dismissed students returning after up to three regular terms away from Bryant must appear before the UCSS to apply for reinstatement. Students must provide evidence that their academic performance will be significantly improved upon their reinstatement. Suggested evidence would include grades from courses taken while away and a detailed plan outlining steps for academic success.

If reinstatement is denied, the student may appeal the decision to the Provost or his/her designee and will no longer have any recourse with the UCSS.

If reinstatement is approved and the student fails to achieve the conditions specified by the committee, the student will be permanently dismissed from Bryant University.

Those dismissed students who are petitioning to return after being away from Bryant for more than two academic years must reapply to the University through the Transfer Admission Office.

Note Well: Students on dismissal status from Bryant University are NOT eligible to enroll in classes at the University for any term.

Students who are eligible to appeal their dismissal status may enroll in the winter or summer terms on a non-matriculated basis.

Grades earned by students while on a non-matriculated basis will be posted to the transcript, but will not be averaged in the GPA calculation.

The student's GPA calculation and academic status will remain unchanged until such time as the student is readmitted to the University and has met any and all conditions set forth by the University Committee on Scholastic Standing or the Provost.

### **Academic Renewal Policy**

A student who has been academically dismissed or who has withdrawn from the University with a cumulative grade point average which places the student in the Dismissal category may apply for readmission under the provisions of the Academic Renewal Policy no less than 5 years later. This option is available only one time to qualified students. Grades of "C" or better, previously earned at Bryant University, will be treated as transfer

credits when applicable. Academic recognition will not be granted for a combined total of more than 61 credits of course work earned at Bryant University or transferred to Bryant University. Eligible students must apply for readmission to both the Office of Admission and the University Committee on Scholastic Standing (UCSS).

### **Academic Performance in Major/Concentration Chart**

The Academic Standards of Progress for Cumulative GPA in Major/Concentration have been established as a warning system to alert students to any deficiencies in their academic progress and to provide a vehicle for corrective action.

### **Academic Standards for Cumulative GPA in Major/concentration Courses**

Credits Attempted in Major/Concentration	Major/Concentration GPA	Academic Performance
3 - 6	Less than 2.0	Unsatisfactory Progress in Major/Concentration
7 - 12	Less than 2.0	Deficiency in Major/Concentration
More than 12	Less than 2.0	Dismissal from Major/Concentration
Degree Program Completed	Less than 2.0	Degree Deficient