

## Academic Actions and Recognitions

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### I. Dean's List

A full-time degree-seeking undergraduate students will be placed on the Dean's List if their term GPA is greater than or equal to 3.40; they do not have any grades of “Incomplete”, “D” or “F”, (including any other non-credit but required courses); and they have registered for, and completed, at least 12 credit hours. Placement on Dean’s List is noted on the student’s official transcript.

The GPA calculation will be carried out to two decimal places. Rounding will be done by adding .005 to the unrounded results and truncating after the second decimal place.

### II. Academic Probation and Suspension

An undergraduate student must maintain a cumulative and term Grade Point Average (GPA) of 2.00 or above at RIT Croatia in order to remain in **good academic standing**. RIT Croatia has set standards to help students maintain satisfactory academic performance, and serve to identify, warn, and provide timely intervention to students experiencing academic difficulty.

All probation and academic suspension actions are taken at the end of the fall, spring and summer terms. Students who attempt fewer than 9 credits in a term, and earn a term GPA less than a 2.0, but whose cumulative GPA is 2.0 or higher may be subject to academic action at the discretion of the college.

**Probation** refers to the academic action taken when a student is not in good academic standing. A student placed on probation is expected to sufficiently raise their GPA so as to return to good academic standing in the succeeding term. Students placed on probation will be required to complete an academic success plan. Without consultation with their advisor and written permission from the dean of the college, students on probation may enroll in no more than 16 credits. In some circumstances, a student will also be required to satisfy specific conditions required by the home program. Failure to meet the terms of probation may result in suspension. A student can be placed on probation no more than two terms during a given undergraduate degree level (i.e. bachelor) at RIT Croatia. Students who have had two academic probations and do not meet the criteria for good academic standing will be placed on academic suspension.

**Academic Suspension** refers to the academic action taken when a student is not permitted to enroll in courses at RIT Croatia for minimum of one term. Students who qualify for academic suspension at the end of a spring term will be placed on academic suspension for the following summer and fall terms. An appeal form can be used by a student to appeal an academic suspension decision.

**Deferred Suspension** refers to the academic action taken when a student appeals academic suspension and the appeal is granted. Students placed on deferred suspension will have one term to return to good academic standing and will be required to complete an academic success plan with their home program. A student on deferred suspension, enrolled in summer term, and taking 12 or more credits will be subject to this academic action policy and subsequent academic success plan.

**Academic Success Plan** is an agreement between a student and the student's academic program designed to facilitate success in the program. Students should consult with their academic program to determine the appropriate number of credits per term.

## Policy statements

- i. Any degree-seeking undergraduate student whose term or cumulative grade point average falls below a 2.00 (C average) will be placed on probation.
  
- ii. Students placed on probation may enroll in no more than 16 credits during the probation period and are required to complete an academic success plan with their home/primary program. Students in consultation with their faculty and/or professional academic advisor may appeal to the dean of the college for permission to take more than 16 credits while on probation.

- iii. A student can be placed on probation no more than two terms during a given undergraduate degree level (i.e. bachelor) at RIT Croatia. Students who have had two academic probations and do not meet the criteria for good academic standing will be placed on academic suspension.
- iv. Any student who has been placed on probation after having been removed from probation will be granted one term to be removed from probation before academic suspension from RIT Croatia.
- v. Any student whose term grade point average falls below 1.00 is not eligible for probation and will be placed on academic suspension through the upcoming fall or spring term, at the minimum.
- vi. Students who have been readmitted to RIT Croatia after an academic suspension will have up to two terms to return to good academic standing, and their status will be "pending action." Students who fail to return to good academic standing in two terms will be placed on academic suspension.
- vii. A student on academic suspension cannot enroll in any credit or non-credit course at RIT Croatia while on academic suspension.
- viii. Students on academic suspension may appeal an academic suspension decision to the Ombudsperson. If the appeal is granted, the student will be placed on deferred suspension for one term.
- ix. Decisions regarding deferred suspension require dean (or designee) approval. For programs housed outside the college structure, the approval of the academic unit in which the enrollment is requested is required.
- x. Students placed on deferred suspension will have one term to return to good academic standing and will be required to complete an academic success plan with their home department.

- xi. Academic suspension refers to the academic action taken when a student is not permitted to enroll in courses at RIT for minimum of one term. A student on academic suspension will be excluded from classes, university housing, and all other university activities during the period of academic suspension.
  
- xii. Students on academic suspension may be required to satisfy specific academic requirements imposed by the home program in order to be considered for readmission to their program.
  
- xiii. Students on academic suspension may be admitted to another program if it is approved by the dean (or designee) of the college in which enrollment is requested. Such students will be placed on deferred suspension and required to complete an academic success plan with the new program. For programs housed outside the college structure, the approval of the academic program in which the enrollment is requested is required.
  
- xiv. Readmitted students will be required to complete an academic success plan and will have up to two terms to return to good academic standing. After two terms, students who do not maintain both cumulative and term GPA of 2.0 or above will be placed on academic suspension.

## III. Graduation With Honors

Degree honors are applicable to undergraduate students only.

Honors posted to the academic record will be based upon the student's cumulative grade point average upon completion of the degree requirements. The registrar will post honors to the student's academic record and they will be reflected on the official transcript. The numerical criteria for graduation with honors are as follows.

- summa cum laude - 3.80 cumulative GPA
- magna cum laude - 3.60 cumulative GPA
- cum laude - 3.40 cumulative GPA

Honors reported for inclusion in the Commencement Book must be based on a minimum of 30 credit hours earned, and the student's cumulative GPA. **In addition, the Commencement Book will only reflect honors earned by the end of the fall term.**

The GPA calculation will be carried out to two decimal places. Rounding will be done by adding .005 to the unrounded results and truncating after the second decimal place.

## IV. Outstanding Undergraduate Scholar Award

One of the traditional concerns of colleges and universities is with the definition and recognition of excellence. The Outstanding Undergraduate Scholar Award has been established to recognize excellence in academic achievement by students. Those selected to receive the award are designated RIT Scholars in perpetuity. The achievement is noted on the Scholar's transcript and recognized through a specially designed medallion symbolic of high academic achievement. The awards are presented at a special convocation held prior to the end of each academic year.

The procedure for the selection of award winners is:

## Maximum number of students eligible:

1. The maximum number of recipients of the award in any year will not exceed one (1) percent of the full-time equivalent enrollment of each college in the preceding fall term.
2. It is the intent of this policy that each college will be permitted to nominate at least one student for the award although the college may choose not to do so.
3. It is the intent of this policy that transfer students and part-time students will be eligible to receive the award.
4. It is the intent of the policy that generally the award be limited to those registered at RIT during the fall term. However, students identified by a college as not currently enrolled, but who are actively pursuing completion of degree requirements, can be added to the list of candidates.

## Minimum University Requirements:

1. Must have completed 83 credit hours of work, of which not less than 45 hours must be in RIT grade-bearing courses.
2. Must have a cumulative GPA of 3.85 for all work completed at the university as of the previous spring term.

## Selection Process:

1. A committee as specified in section V. below will be responsible for selecting the recipients of the award in each college.
2. In making its decision, the committee will give careful attention to the academic achievements and activities of the student and to factors that in the judgment of the committee are closely related to such academic achievements and activities. Examples include, but are not limited to, the following: creative work, employment, student committees, civic activities, and independent research projects.

3. The committee is free to call upon other persons from the faculty, staff or student body for help in reaching a decision.
4. On the basis of these deliberations the committee will choose or will decide not to choose one or more recipients of the award, but the number is not to exceed one (1) percent of the college FTE enrollment of the previous fall semester.

Names of students chosen to receive the award must be accompanied by:

1. a brief biography and resume of the student;
2. a personal statement (up to one page) from the student;
3. a statement from the selection committee giving reasons for its choice of the student;
4. statements from at least one non-major instructor in support of making the award to that student.

The names of award winners must be forwarded to the provost by the first Monday in December.

Selection Committee:

The dean of each college (or the director for any program that falls outside the college structure that grants undergraduate degrees) will appoint a committee of faculty not to exceed five members, including the dean or designee, from that college. The committee will invite a person from outside the college to serve on the committee.