

Academic Success Plan

For Students on Academic Probation



ACADEMIC STANDARDS

THE UNIVERSITY OF UTAH

Advisor Information

Once a student receives a [Probation](#) standing, they must earn *at least* a 2.0 term GPA *each semester* until they have returned to [Good Standing](#). Since students on Probation or Probation Continued **must** earn *at least* a 2.0 *term* GPA in their next enrolled term to avoid [Suspension](#), thoughtful course planning is key. Please use this form and the table below to guide and document your conversation with the student during this advising appointment.

Major Advising Responsibilities – Covered in 1 st Appt.	Academic Standards Responsibilities – Covered in 2 nd Appt.
<ul style="list-style-type: none">• Emphasize that a Probation standing requires prioritizing achievable GPA progress to prevent Suspension*• Work with the student to create a manageable course schedule that accounts for their individual circumstances, prior course performance, and time they can devote to school• Discuss requirements for progressing in major, as well as application/declaration process and timeline for closed majors• Share information on major repeat/withdrawal policies, relevant resources, course sequencing & timing recommendations, etc.• Fill out this form based on your conversation, keeping in mind it is a resource for <i>both the student & their Academic Standards Advisor</i>• Lift the student’s “Academic Standards Major Plan” hold	<ul style="list-style-type: none">• Further discuss circumstances & factors leading up to Probation• Provide an in-depth explanation of the Academic Standards Flowchart & possible outcomes for the student’s next enrolled term(s) after Probation, depending on their term & cumulative GPA• Emphasize that the student must earn at least a 2.0 term GPA in their Academic Success Plan courses to avoid Suspension (<i>as well as any in-progress courses, if applicable</i>)• Review the planned course schedule with the student for feasibility and recommend any adjustments• Demonstrate how the GPA Calculator tool can be used to estimate a timeline for returning to Good Standing• Lift the student’s “Academic Standards Appointment” hold

***Student will receive a detailed explanation of their standing in their Academic Standards appointment, but Major Advisors must approach these conversations with the understanding that students on Probation must earn at least a 2.0 term GPA in their next enrolled term to avoid Suspension.**

Required Post-Appointment Steps:

1. Lift the student’s “Academic Standards Major Plan” hold
2. Provide the student with a digital copy of their completed Academic Success Plan.
2. Complete appointment notes in Navigate following the AASC notes standard.
3. Attach completed Academic Success Plan to appointment notes in Navigate.
4. Complete the “Probation Appt #2 Academic Standards Follow-Up” referral in Navigate.
 - The student will then receive emailed instructions on how to schedule their follow-up appointment with an Academic Standards Advisor, who will release their “Academic Standards Appointment” hold after reviewing the plan with the student.

Advisors, please note:

- This form is no longer available to fill out in OnBase—only this PDF version should be used
- If meeting with a student *without* a Navigate profile, please email this completed form to academicstandards@advising.utah.edu

Academic Success Plan

Students on Academic Probation must complete this form with their Major Advisor or Major Exploration Advisor & review this plan with an Academic Standards Advisor before their Probation holds will be removed.

Student Name & ID:		Major Discussed:	
Major/Exploration Advisor Name:		Declared in major?	Intended Catalog Year:

Recommended Course Plan for (term), **after being placed on Probation in** (term)

Course	Credits	Previous Grade (If repeating)	Purpose of Course (Major requirement area, sequencing consideration, GE, exploration course, prerequisite, elective, etc.)	Alternate Options

Relevant Major Information: (Explain any recommended prerequisites or course sequencing, major-specific repeat/withdrawal policies, major application/declaration process and requirements, timing of course offerings, etc.)

What GPA is required to graduate in this major? (Check one and specify if above 2.0)	University-wide minimum of 2.0	Special requirement:
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Resources & Recommendations: (Provide information on recommended campus/departmental resources, involvement opportunities, success strategies for major, information on entrance exams, etc.)

Appointment Date: