GRADUATE ACADEMIC STANDARDS
Mihaylo College of Business and Economics & Graduate Studies

The Office of Graduate Studies approaches the subjects of student probation and disqualification very seriously and methodically. We follow the requirements of both state law and CSUF university policy, as outlined in the University Catalog. In addition, we consult with the Mihaylo graduate program advisor involved and conduct an in-house discussion of each potential disqualification case.

Grade Point Average Requirements

A grade-point average (grade points divided by units attempted) of at least 3.0 is required for graduation with a master's degree. This grade-point average applies to:

1. All 400- and 500-level units attempted subsequent to admission to a degree program and
2. All units required on the student's graduate Study Plan including transfer courses. Each course on the Study Plan must be completed with a grade of "C" (2.0) or better.

A degree student may request a change in the Study Plan in order to raise the Study Plan grade-point average by:

1. Adding no more than six units of approved course work, or
2. Repeating no more than six units of course work in which a "C" (2.0) or lower was earned, or
3. A combination of 1. and 2. not to exceed six units.

Requests to add courses to the Study Plan, repeat courses, or add courses to raise the overall grade-point average, must be approved by the graduate program adviser and the Associate Vice President, Academic Programs (or designee) prior to registration.

When a course is added or repeated, the original course remains on the Study Plan and on the student's transcript and both grades are used in calculating the student's grade-point average.

Repeated Courses

If a grade less than "C" (2.0) is received in a Study Plan or prerequisite course, the course must be repeated and passed with a grade of "C" (2.0) or better. A course may be repeated only once. If a course is repeated, both grades are included when computing the student's Study Plan and cumulative Cal State Fullerton grade-point average. Repetition of a course carries no additional unit credit toward the degree; however, the additional units are included in the cumulative units shown on the Cal State Fullerton transcript.

In extenuating circumstances, the student may petition the associate vice president, Academic Programs (or designee) to add another course to the approved program with the unit value equivalent to that of the course in which the unsatisfactory grade was received. Successful repetition of a course originally passed carries no additional unit credit toward a degree.

Withdrawal Unauthorized (WU) as of Spring 2012

The symbol “WU” indicates that an enrolled student did not withdraw from the course but failed to complete course requirements. It is used when, in the opinion of the instructor, completed assignments or course activities or both were insufficient to make normal evaluation of academic performance possible. For the purpose of grade point average computations, this symbol is equivalent to an “F”.

In the first semester that a WU grade is assigned to a student, any and all WU grades assigned to that student in that semester shall be automatically converted to a grade of W. This action on first time occurrences of unauthorized withdrawals assumes the lack of understanding about the academic ramifications of unauthorized withdrawals on the part of the student. The university will communicate directly to the student the university’s policy on WU grades, including possible actions should unauthorized withdrawals occur in the future.

Incomplete Charged (IC)

The “IC” symbol may be used when a student who received an authorized incomplete (I) has not completed the required work within the allowed time limit. The IC replaces the “I” and is counted as a failing grade for the student grade point average.
Probation

A graduate student enrolled in the graduate degree program in either conditionally classified or classified graduate standing, in the Mihaylo College of Business and Economics, will be placed on academic probation and notified of academic deficiency if a cumulative grade-point average of at least 3.0 (B) for the approved plan of study is not maintained. The probation will commence with the fall or spring semester following the session in which the cumulative grade-point average failed to meet the 3.0 (B) standards.

The Dean’s Office will recommend that a graduate student who has been placed on academic probation be declassified or disqualified if the student does not (or cannot) raise the study plan cumulative grade-point average to 3.0 (B) by the completion of the second regular semester (exclusive of interim and summer sessions) following the session in which the study plan cumulative grade-point average failed to meet the minimum 3.0 (B) standard. The Graduate Studies Office maintains a list of students on probation and subject to disqualification.

A graduate student may also be placed on probation for reasons other than cumulative and/or Study Plan grade-point average. This is known as administrative-academic probation. The reasons for this may include repeated withdrawal, failure to progress toward an educational objective, non-compliance with an academic requirement, failure to demonstrate a level of professional competence or fitness commensurate with the standards of the student's discipline, or inappropriate behavior as defined in the Student Bill of Rights and Responsibilities, and in the Academic Dishonesty sections of this catalog (see "University Regulations").

Disqualification

The associate vice president, Academic Programs (or designee), in consultation with the student's graduate program adviser, will disqualify a graduate student who is on probation if the student does not, or cannot, raise the Study Plan and cumulative grade-point average to 3.0 by the completion of the second regular semester following the semester in which the grade-point average fell below the minimum 3.0 standard. If a student's grade-point average becomes so low that it cannot be raised to 3.0 within the prescribed limits of course work, the student will be disqualified from the master's degree program. Students placed on probation for reasons other than grade-point average will be disqualified if:

1. The conditions for removal of administrative-academic probation are not met within the period specified.
2. The student becomes subject to academic probation while on administrative-academic probation.
3. The student is removed from administrative-academic probation and subsequently becomes subject to administrative-academic probation for the same or similar reasons as originally placed on probation.

Disqualification removes a student from graduate standing and prevents further enrollment in university courses (except through University Extended Education). A student who has been disqualified from a master's degree program may not apply for readmission to that program. However, a student who has been disqualified from one degree program may apply for readmission to a different degree program. A readmitted student must file a new Study Plan that meets current requirements and policies. Any disqualified student who wishes to use previous course work must have it approved by the associate vice president, Academic Programs (or designee).

Right of Petition

The university extends to students the right to file a formal petition for review of academic regulations “when unusual circumstances exist.” The University Catalog further states, however, that “academic regulations, when they are contained in Title 5, California Code of Regulations, are not subject to petition.” [University Catalog 2005-07 edition, p. 565]. Hence, decisions concerning probationary status and student disqualification are not petitionable. Appeals related to graduate degree probation or disqualification should first be directed to the departmental graduate program adviser. Please contact the Graduate Studies Office for further information and procedures.
CALCULATION OF CUMULATIVE GRADE-POINT AVERAGE
Grade-point averages are calculated by dividing grade points earned by units attempted.

\[ \text{GPA} = \frac{\text{Total Grade Points}}{\text{Total Units Attempted}} \]

The following shows grade point values using the 4-point scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Points</th>
<th>Grade</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4.0</td>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>A</td>
<td>4.0</td>
<td>C-</td>
<td>1.7</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
<td>D+</td>
<td>1.3</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
<td>D</td>
<td>1.0</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
<td>D-</td>
<td>0.7</td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
<td>F</td>
<td>0</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
<td>WU or IC</td>
<td>0</td>
</tr>
</tbody>
</table>

GRADE POINT BALANCE SYSTEM
The Grade Point Balance system is a system that is used to show you your relative position to a 3.0 GPA. A positive value indicates a GPA above 3.0, a negative value indicates less than 3.0, a zero grade point balance indicates a GPA of exactly 3.0. You are on probation whenever there is a negative number in either the all university GPA or Cal State Fullerton GPA. To get off probation, you need to receive enough positive grade points (A grades) to offset the negative grade points (C, D, or F grades). B grades will not change your grade point balance. The attached chart shows how grade point balance values are determined for whole grades. Pluses and minus change the grade point values. For example, a B+ in a three unit course is actually +0.9, a B- is -0.9.

<table>
<thead>
<tr>
<th>Grade</th>
<th>3 Unit Course</th>
<th>Grade</th>
<th>3 Unit Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>+3</td>
<td>C+</td>
<td>-2.1</td>
</tr>
<tr>
<td>A</td>
<td>+3</td>
<td>C</td>
<td>-3</td>
</tr>
<tr>
<td>A-</td>
<td>+2.1</td>
<td>C-</td>
<td>-3.9</td>
</tr>
<tr>
<td>B+</td>
<td>+0.9</td>
<td>D+</td>
<td>-5.1</td>
</tr>
<tr>
<td>B</td>
<td>0</td>
<td>D</td>
<td>-6</td>
</tr>
<tr>
<td>B-</td>
<td>-0.9</td>
<td>D-</td>
<td>-6.9</td>
</tr>
<tr>
<td>C+</td>
<td></td>
<td>WU or IC</td>
<td>0</td>
</tr>
</tbody>
</table>