

**THE CALIFORNIA STATE UNIVERSITY**  
**Office of the Chancellor**  
**400 Golden Shore**  
**Long Beach, California 90802**

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**Date:** July 1, 1982

**To:** Presidents

**From:** Harry Harmon   
Executive Vice Chancellor

**Subject:** Scholastic Probation and Disqualification  
Executive Order No. 393

Enclosed are five (5) copies of Executive Order No. 393 which sets forth provisions for academic and administrative-academic probation and disqualification. This Executive Order is effective immediately and supersedes the provisions of Executive Order No. 186. The purpose of this revised Executive Order is to eliminate the heretofore mandatory provisions for computing progress points. The elimination of this requirement follows action by the Board of Trustees on March 28, 1979, deleting reference to progress points in Section 41300 of Title 5 of the California Administrative Code. This action, however, does not preclude campuses from utilizing progress points or similar devices for determining when students might be subject to administrative-academic probation or disqualification.

Any questions concerning this Order should be directed to Robert O. Bess, Assistant Vice Chancellor, Academic Affairs, Office of the Chancellor.

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**Distribution:** **Vice Presidents, Academic Affairs**  
**Deans of Students**  
**Deans/Directors of Admissions**  
**Registrars**  
**Chancellor's Office Staff**

**THE CALIFORNIA STATE UNIVERSITY  
Office of the Chancellor  
400 Golden Shore  
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**Executive Order No.:** 393  
**Title:** Scholastic Probation and Disqualification  
**Effective Date:** Immediately  
**Supersedes:** Executive Order No. 186

This Executive Order is issued under the authority of Sections 41300 and 41300.1 of Title 5 of the California Administrative Code.

- I. **Academic Probation:** An undergraduate student is subject to academic probation if at any time the cumulative grade point average in all college work attempted or cumulative grade point average at the campus where enrolled falls below 2.0. The student shall be advised of probation status promptly.

Campus procedures and regulations shall provide for exceptions in circumstances where academic probation is judged to be inappropriate.

An undergraduate student shall be removed from academic probation when the cumulative grade point average in all college work attempted and the cumulative grade point average at the campus where enrolled is 2.0 or higher.

- II. **Academic Disqualification:** An undergraduate student on academic probation is subject to academic disqualification when:
  - A. As a lower division student (less than 60 semester hours of college work completed\*) the student falls 15 or more grade points below a 2.0 (C) average in all units attempted or in all units attempted at the campus where enrolled.
  - B. As a junior (60-89 semester hours of college work completed\*) the student falls 9 or more grade points below a 2.0 (C) average in all units attempted or in all units attempted at the campus where enrolled.
  - C. As a senior (90 or more semester hours of college work completed\*) the student falls 6 or more grade points below a 2.0 (C) average in all units attempted or in all units attempted at the campus where enrolled.

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\*Colleges on the quarter system will express and apply the above standards in quarter-hour equivalents.

In addition to the above disqualification standards applicable to students on probation, the President may designate a campus official to act to disqualify an individual not on probation when the following circumstances exist:

1. At the end of any term, the student has fewer cumulative grade points than cumulative units attempted, and
2. The cumulative grade point deficiency is so great that in view of the student's overall educational record, it seems unlikely that the deficiency will be removed within a reasonable period.

Students who are disqualified at the end of an enrollment period under any of the provisions of this Executive Order shall be notified before the beginning of the next consecutive regular enrollment period. Students disqualified at the beginning of a summer enrollment break shall be notified at least one month before the start of the fall term. In cases where a student ordinarily would be disqualified at the end of a term, save for the fact that it is not possible to make timely notification, the student may be advised that the disqualification is to be effective at the end of the next term. Such notification should include any conditions which, if met, would result in permission to continue in enrollment.

III. Probation and Disqualification of graduate students are subject to criteria established by the campus. Such criteria may not be less than those established for undergraduate students.

IV. Administrative-Academic Probation: An undergraduate or graduate student may be placed on administrative-academic probation by action of appropriate campus officials for any of the following reasons:

- A. Withdrawal from all or a substantial portion of a program of studies in two successive terms or in any three terms. (Note: A student whose withdrawal is directly associated with a chronic or recurring disability or its treatment is not to be subject to Administrative-Academic probation for such withdrawal.)
- B. Repeated failure to progress toward the stated degree objective or other program objective, including that resulting from assignment of 15 units of NCr, when such failure appears to be due to circumstances within the control of the student.
- C. Failure to comply, after due notice, with an academic requirement or regulation which is routine for all students or a defined group of students (examples: failure to complete English Placement Test, failure to complete a required practicum, failure to complete a specified number of units as a condition for receiving student financial aid).

When such action is taken, the student shall be notified in writing and shall be provided with the conditions for removal from probation and the circumstances which would lead to disqualification, should probation not be removed.

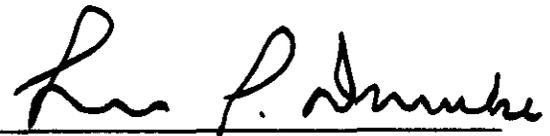
V. Administrative-Academic Disqualification: A student who has been placed on administrative-academic probation may be disqualified from further attendance if:

- A. The conditions for removal of administrative-academic probation are not met within the period specified.

- B. The student becomes subject to academic probation while on administrative-academic probation.
- C. The student becomes subject to administrative-academic probation for the same or similar reason for which he has been placed on administrative-academic probation previously, although not currently in such status.

When such action is taken, the student shall receive written notification including an explanation of the basis for the action.

- VI. **Reinstatement:** Each campus shall establish procedures whereby a student who is either placed on probation or disqualified under the provisions of Parts I through V above may appeal such action. Each campus shall establish procedures whereby a student previously disqualified at the campus or at any other campus of The California State University may seek readmission or admission. Such procedures are to include provisions for evaluating the probable impact of any disability on previous unsatisfactory academic performance. In both instances, use of an appropriate review board or committee is recommended.
- VII. **Notice:** The foregoing provisions for probation and disqualification shall be summarized in each campus bulletin together with information on local policies and procedures related to their implementation. Procedures for orientation of new students shall include distribution of written materials concerning all aspects of probation and disqualification as well as provisions for review and reinstatement.



Glenn S. Dumke, Chancellor

Date: July 1, 1982