



Personnel Policies for Lincoln University

The guiding principle for these policies is *The Rules and Regulation of Lincoln University • Chapter I University Governance: Structure and Functions • Chapter VI Administration and Finance • Chapter VIII University Employment • HRSHB 6.7.2*

Effective August 13, 2009

Letter from the President

Rules and Regulations

Adjunct Handbook

 Print using your browser's print function.

Faculty Handbook

 Print using your browser's print function.

Staff Handbook

 Print using your browser's print function.

Academic Status Policies

Employees covered by this policy

This policy applies to all Faculty employees at LU and applicants of positions.

Policy

Good Academic Standing-A student enrolled in Lincoln University who has a cumulative grade point average of at least 2.00 is considered to be in good academic standing.

Warned Status-A student whose midterm grades result in a cumulative GPA of below 2.0 will be placed on warned status and will be sent a letter by the Office of Enrollment Management and Student Success stipulating that the student must attend a mandatory mid-semester conference conducted by that office. The purpose of the conference is to advise the student of the academic support available as well as of the consequences of failure to raise the GPA to at least a 2.0 by the end of the semester.

Probation

A student whose cumulative GPA falls below a 2.0 at the end of a semester will be sent a notification letter informing the student that he/she has been placed on academic probation. During the probationary semester, the student will be limited to no more than 13 credit hours. The student must either raise her/his cumulative GPA to at least a 2.0 by the end of the probationary semester (or at mid-term, if the student is enrolled in any 8-week courses) or earn at least a 2.5 GPA for that same semester. A student who earns at least a 2.5 GPA for the semester will remain on probation if her/his cumulative GPA is still below a 2.0.

Suspension

Should the student on probation fail to raise her/his GPA to at least a 2.0 by the end of the probationary semester or earn at least a 2.5 GPA for that same semester, the student will be sent a notification letter informing the student that he/she has been suspended from the university.

Appeals

A student may appeal an action of first suspension by written request to the Academic Routine Committee. The student may request that consideration be given to permit her/his return under one of the following conditions:

1. The student presents definitive documentation to show that some unique situation occurred
that may have made academic failure in the most recent semester likely;
2. The student presents definitive documentation to show that significant and continuous academic
progress has been made in each semester of academic vulnerability.

The student must send her/his appeal (including supporting materials) for reinstatement to the chair of the Academic Routine Committee. If a student is successful in her/his appeal of the suspension, continued enrollment will be permitted in a status of academic probation. In this case, the student will be limited to no more than 13 credit hours and will be required to earn a minimum 2.5 GPA in the semester that he/she returns.

Any student who incurs a second suspension will be dismissed from the University and must wait a minimum of three years from the date of dismissal before applying for re-admission.

Courses taken during the summer session will be treated in the same manner as those taken during the fall and spring semesters. Students may be added to or removed from academic probation/suspension for one semester or dismissed depending upon their cumulative GPA. Students on academic probation or dropped for one semester will not be permitted to enroll in intersession courses. Students who take intersession courses may be placed on academic probation/suspension for one semester, or dismissed from the university, depending on their cumulative GPA. Any student dismissed from the university must wait a minimum of three years from the date of dismissal before applying for re-admission.



University Human Resource Services
Revised July 9, 2009