**ACADEMIC ACTIONS AND STUDENT SUCCESS**

**Responsibilities of Faculty, Staff, and Students**

A primary responsibility of the faculty and staff at Baylor University is to provide the opportunity for students to achieve academic success which results in a bachelor’s degree. Students are responsible for mastering the prescribed knowledge, methodologies, technologies, and skills necessary to attain their degrees. The University encourages all students to take a proactive approach to their education by interacting with faculty members and fellow students, by seeking academic advisors and vocational mentors, by monitoring their own progress, and by making use of extensive campus resources. Substandard academic progress may result in the issuance of an academic progress report, academic probation, academic suspension, or academic dismissal.

**Academic Progress Reports**

At any point during the semester, professors may issue academic progress reports to alert those in the student’s care network that there are academic concerns that need to be addressed. Beginning the sixth week of the fall and spring semesters, professors will be prompted by the Paul L. Foster Success Center to submit academic progress reports for any student with substandard academic performance. Academic progress reports are submitted by professors to alert the student about the academic concerns in order that the student might seek out the resources needed to succeed. Indicators of substandard performance include low grades, missing assignments or exams, and/or irregular class attendance. Resources and academic support are available in the Paul L. Foster Success Center as well as the various colleges. In some cases, a student may elect to drop a course in which progress report is issued, but he or she needs to meet with his or her academic advisor before doing so. Academic progress reports are not a part of the student's transcript; their purpose is to help students develop the academic resiliency to be successful in the classroom.

**Academic Probation**

At any time a student’s term and/or cumulative grade point average (GPA) is below 2.0 on a 4.0 scale, the dean of the academic unit in which the student is enrolled will notify the student that or she will be placed on academic probation during the next term. Any student with 30 or fewer hours who is placed on probation is required to develop and implement an academic improvement plan. Details will be specified in the probation letter from the student’s academic dean. Any student on academic probation is required to obtain academic advisement before registering for the next term. If at the end of the probation term both the student’s term GPA and cumulative GPA are 2.0 or above, the student will be removed from probation. However, if at the end of a probation term the student’s term GPA is 2.0 or above, but the student’s cumulative GPA is still below 2.0, the student will be continued on probation until the cumulative GPA also reaches at least a 2.0.

**Academic Suspension**

Once a student has served at least one term of academic probation, if the student’s term GPA is ever below a 2.0 for a subsequent term, the student will be subject to academic suspension.

**Suspension Process**

Any student who is subject to suspension will be informed in writing by the dean of the academic unit in which the student is enrolled that suspension appears to be appropriate. The letter will indicate that the student has seven (7) business days from the date of the letter to provide the dean with relevant information (change of grade, verifiable medical condition, or other circumstances) that might affect the dean's decision. After reviewing the student’s academic records and other relevant information supplied to the dean by the student, the dean will decide whether to place the student on academic suspension or to extend the student’s period of academic probation. The dean will notify the student in writing of the decision. The period of suspension for a student who is placed on academic suspension for the first time is two enrollment terms (summer and fall or spring and summer). If a student is suspended at the end of the summer term, the suspension is fall only. The period of suspension for a student who is placed on academic suspension for a second time is three (3) subsequent enrollment terms (Summer counts as one enrollment term). A student who is reinstated following his or her academic suspension is on academic probation and must meet the terms of academic probation to avoid another academic suspension or a dismissal.

**Reinstatement Following Academic Suspension**

Students must apply for reinstatement following academic suspension. The student must explain to the dean in writing how, if reinstated, he or she expects to change academic performance so as to raise the term and cumulative GPA to the required level. The dean may elect to grant the student's appeal or extend the academic suspension for an additional term.

**Academic Dismissal**

If after being reinstated following a second suspension a student fails to achieve a 2.0 or higher term GPA, he or she will be considered for dismissal from Baylor University. Any student who is subject to dismissal will be informed in writing by the dean of the academic unit in which the student is enrolled that dismissal appears to be appropriate. The letter will indicate that the student has seven (7) business days from the date of the letter to appeal the dismissal. Any appeal must be made in person; it is the student’s responsibility to schedule an appointment with the dean. The dean will notify the student in writing of the decision following the student’s appeal.

Issuances of probation, suspension, and dismissal are based on grades and grade point averages available at the time of the final decision. These academic actions are noted on the student’s academic transcript.

**Honor Code Policy and Procedures**

Baylor University students, staff, and faculty shall act in academic matters with the utmost honesty and integrity. A Baylor University student violates the Honor Code if the student engages in dishonorable conduct in connection with an academic matter. Details regarding the Honor Code can be found online in the Honor Code Policy and Procedures, at http://www.baylor.edu/honorcode (http://www.baylor.edu/honorcode/).

**Baylor University Career Center**

The Baylor University Career Center provides support and direction for all Baylor students as they follow their calling into a successful career. The Career Center offers the highest quality career coaching and resources...
available, while continually researching best practices nationwide to position our students for success. Each one of the Career Success Professionals specializes in an academic area with specific majors. They assist students in career discovery, resume development, internship and job searches, applications, interview preparation, networking, negotiations and more. Students should plan to meet each semester during their Baylor career with a Career Success Professional.

**Paul L. Foster Success Center**

The Paul L. Foster Success Center (PLFSC) provides a challenging, invigorating, enriching, and supportive environment for all students by fostering deep engagement in the academic community as well as fulfillment of personal goals and aspirations.

**Office of University Advisement (UA)**

University Advisement assists most first-year and some transfer students within specific majors by developing academic plans and clarifying personal goals during advising appointments. (All other students are assigned to other advising areas on campus.) This office also serves as a reference point for all students who have general advising questions and coordinates advising efforts campus-wide.

**Office of Academic Support Programs (ASP)**

Academic Support Programs offers all students multiple opportunities to build academic skills, including a graded study skills course, topical workshops, academic mentoring and counseling, tutoring, and Supplemental Instruction sessions.

**Office of Access and Learning Accommodation (OALA)**

OALA provides services and accommodations for students with disabilities in order to support them in their academic success.

**Student Opportunity & Accessibility Resources (SOAR)**

SOAR offers resources and programming to support Baylor students, including McNair Scholars and Student Financial Literacy. The McNair Scholars program prepares eligible undergraduate students for the rigors of graduate school through immersion in research and a variety of scholarly activities as early as their sophomore year. Student Financial Literacy helps Baylor students understand personal money management to develop the financial knowledge and skills necessary for current and future financial wellness. SOAR also provides many additional services, including an on-campus free food pantry and resources for students from special populations. SOAR is dedicated to offering the support systems necessary for students to ensure their educational success at all levels.

**McNair Scholars Program**

The McNair Scholars Program aims to prepare low-income, first generation and other underrepresented students in acquiring the knowledge, skills and capacities necessary to successfully navigate a path to a Ph.D. program following graduation from Baylor. The program, funded by the U.S. Department of Education, prepares students for the rigors of Ph.D. studies through immersion in research and a variety of scholarly activities.

**Academic Excellence Opportunities**

The PLFSC encourages and recognizes academic excellence by sponsoring events such as the Deans’ Reception and the annual Celebration of First Year Excellence. Students are challenged to combine interests across disciplines and to connect their academic path to the world beyond the classroom.

**New Student Experience**

Recognizing that the first semester at Baylor is a time of tremendous transition for all students (transfers and first-year students alike), all new students are required to take a New Student Experience course. The goals of the NSE are for students to:

- Academic Rigor
- Cultural Humility
- Faith Formation
- Personal Growth

NSE courses include Freshman Academic Seminars, First Year Seminars, introductory courses within the major, general electives, courses associated with Living-Learning Centers, BU 1000, University 1000, and others. For a complete list of NSE courses, see [https://www.baylor.edu/nse/index.php?id=868862](https://www.baylor.edu/nse/index.php?id=868862).

**Center for Academic Success and Engagement**

The Center for Academic Success & Engagement (CASE) offers all students multiple opportunities to build academic skills, including a graded study skills course, topical workshops, academic mentoring and counseling, tutoring, and Supplemental Instruction sessions. In addition, the purpose of CASE is to positively impact the success of Baylor’s students by addressing their social, emotional, transitional and academic concerns. CASE provides programs and supports for first-generation college students, student veterans, pre-law students, transfer students, and students referred by their faculty members.