FIRST NAME, LAST NAME & ADDRESS

DATE  
  
Dear NAME:

At the close of Spring 2017, your academic record reflects a cumulative GPA below 2.00, which is the requirement for “good academic standing.” In order to provide you with additional support and encouragement, and in accordance with the Parks College academic catalog, the Dean’s Office is placing you on academic probation.

I know you are capable of creating a plan and working with your Academic Advisor to ensure that your next semester is a bright one! To get started, please log onto mySLU and make an appointment with your Academic Advisor through SLU Appointments. You must complete this required meeting prior to **FRIDAY, SEPTEMBER 1, 2017.** **Failure to do so will result in your registration being cancelled.** Keep in mind, the purpose of this meeting is to help you prepare for a successful upcoming semester.

To your advising meeting, bring a WRITTEN PLANto improve your academic standing. This plan should identify ***specific* actions** you agree to take to improve your academic performance. An appropriate action statement will include actions you plan to take, resources you will use, how often and/or when you will engage in this activity, and the results you expect to see from this activity. To help you with your plan, enclosed with this letter you will find the Academic Success Strategies & Resources sheet. This sheet outlines numerous University-wide resources that you can utilize to improve your academic standing. Please review this sheet and determine which strategies are relevant for your progress. Your written plan needs to include multiple activities. Here is one example of a good action statement:

*“I will visit Math Help Sessions in Ritter Hall every Tuesday and Thursday at 2:00 p.m. for help with Calculus II. This will help me complete all homework on time and avoid cramming for exams. I will increase the frequency of my visits to the help sessions if my test average falls below 80%.”*

At the end of your advising meeting, you will complete an Academic Performance Contract. This contract will require you to: 1) forgo some of the privileges available to students in good academic standing; 2) meet with your Academic Advisor throughout the semester; and 3) develop strategies to reduce your grade point deficiency\*.

Once your Academic Performance Contract is established, it is important to know that failing to meet the terms of that contract, failing to return your cumulative GPA to 2.00 or above within a maximum of two semesters while on contract, and/or acquiring a cumulative quality point deficiency\* of 15 or more points are all grounds for dismissal.

Please know that the Dean, faculty and your academic advisor do not want last semester’s performance to hinder your ability to graduate; we hope you feel the same way. We look forward to continuing to support and encourage you in taking swift action and making impactful changes so next semester goes better for you.

Sincerely,

Jennifer Masiulis

Academic Services Manager, Office of the Dean

Parks College of Engineering, Aviation and Technology

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\*Your current cumulative deficiency is <**QUALITY POINTS>**. Deficiency Points equal the number of quality points a student would need to reach a 2.0 cumulative GPA. Mathematically, this is defined as two times the GPA hours minus the quality points. **QP - 2(GPA Hours) = Deficiency Points.** GPA Hours are the number of credit hours taken, including failed courses but not withdrawals, audits or transfer hours. Quality Points (QP) are the number of credit hours taken (GPA Hours) multiplied by the grade points earned. **GPA Hours (Grade Points) = QP** *(Detailed information can be found at http://www.slu.edu/Documents/eas/GPA\_Calculation.pdf)*