



Presidencia

UNIVERSIDAD CENTRAL DE BAYAMÓN

PO Box 1725, Bayamón, P.R. 00960•1725 • Tel. (787) 786•3030 • Exts. 2001•2002 • Fax. (787) 740•2200

EXECUTIVE ORDER ACA. 13-06

October 3, 2013

DEANS
ACADEMIC DIRECTORS
ADMINISTRATIVE OFFICE DIRECTORS
REGISTRAR

SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY FOR GRADUATE LEVEL

Introduction:

Bayamon Central University requires that all graduate students demonstrate satisfactory academic progress at the end of each academic term by the number of institutional credits attempted and/or approved and to maintain the required grade point average.

Purpose:

This legislation aims to establish evaluation criteria to determine satisfactory academic progress.

Definitions:

1. Attempted credits - credits for courses in which the student enrolls for grades A, B, C, D, F, P, NP, W and WU.
2. Approved credits - credits for courses in which the student is enrolled for A, B, C and P.
3. Grade Point Average (GPA) - is the measure of student achievement. It is determined by dividing the total number of honor points (grade points for A, B, C, D or F multiplied by course credits) by the total credits earned in courses.
4. Warning – Given to students who do not meet standards of academic progress at the end of an academic term.

Procedures:

Students must successfully complete a minimum of credits based on the number of enrolled credits. They must also maintain a minimum GPA of 3.00 at the end of each academic term, according to the number of credits attempted and approved. Number of credits attempted are all those which award grades of: A, B, C, D, F, P, NP, W or WU. Approved credits are those which are completed with a grade of A, B, C and P.

The University will apply the standard of academic progress annually during the first summer session. The evaluation will include all terms the student has completed. Students must demonstrate satisfactory academic progress according to the requirements established in the following table:

Table 1 – Table of Satisfactory Academic Progress			
Number of credits attempted	Minimum number of credits approvals required	Minimum percent of completed credits required	Minimum Grade Point Average (GPA)
3 credits	3 credits	100%	3.00
6 credits	3 credits	50%	3.00
9 credits	6 credits	67%	3.00
12 credits +	9 credits	75%	3.00

Any student who does not meet any of these requirements will be subject to academic probation and will be referred to the Guidance and Counseling Program, who will prepare a curriculum that allows him/her to achieve satisfactory academic progress within the next two academic terms. The academic load of students who are on academic probation will be limited to a maximum of three (3) credits per academic term. Students on academic probation who do not satisfactorily complete the minimum number of credits required or the minimum rate required will be suspended from the University for one academic term.

Students suspended (dropped) for the reasons mentioned above may be readmitted after one academic term. Any student who has been suspended (dropped) twice for academic reasons may not be readmitted to the University.

Eligibility for financial aid:

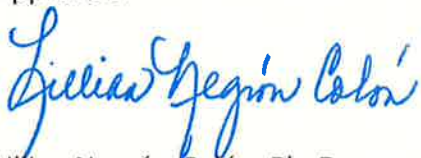
The Financial Aid Office will evaluate the student's academic progress after each academic term. If the student does not meet the standard of Academic Progress, he or she will receive a

classification status of "Warning" for one academic term. If at the end of the "Warning" term, academic progress is not met, the student will not be eligible for loans and other financial aid. The student receiving the "Warning" is entitled to appeal the decision to the Office of Financial Aid. If the appeal is accepted, the student is placed on probationary status for one academic term. Upon successful completion of probationary status, financial aid is reinstalled. The student has the right to a second appeal if necessary.

Effective Date:

This policy will be effective immediately and repeals any previous guidelines, rules, policies or procedures conflicting with what is provided herein.

Approved:



Lillian Negrón-Colón, Ph. D.
President

djm