

Pathway Academic Standing Policy

INTO Oregon State University expects students to maintain satisfactory academic progress toward program completion. At the conclusion of each term, grade point averages (GPA) are calculated and academic progress determined. Students who do not show evidence of satisfactory progress will be warned, placed on probation, or suspended.

1. **Academic Warning:** Students with a term GPA below 2.0 will be placed on Academic Warning. Students who attain a cumulative GPA of 2.0 or better, are removed from Academic Warning and are placed on good Academic Standing again.
2. **Academic Probation:** Students who have completed two or more terms at OSU and have an OSU cumulative GPA below 2.0 will be placed on Academic Probation. Students who attain a cumulative GPA of 2.0 or better, are removed from Academic Probation and are placed on Academic Warning again.
3. **Academic Suspension:** Students who are on Academic Probation and have a subsequent term GPA below 2.0 will be placed on Academic Suspension.*

*Students who are academically suspended are denied all the privileges of the institution and of all organizations in any way connected to it, including any university recognized living group. International students placed on Suspension must immediately leave the United States or immediately transfer to another university. International students who are on Academic Probation may also be out-of-compliance with visa and immigration requirements.

Students who are placed on Academic Warning or Academic Probation will be notified by email (ONID account, not personal email addresses). Students who are placed on Academic Suspension will be notified by email and a hardcopy letter. **Students need to make sure INTO OSU has a valid mailing address at all times.**

Tuition:

Tuition cancellation fees will be charged as follows:

- No refund on Academic English tuition, current or future terms;
- If you have started Pathway, no refund of Pathway tuition;
- \$2,000 cancellation fee for future Pathway programs that you have applied for (but not yet started).

On-Campus Housing:

Housing cancellation fee will be charged as follows:

- The greater of \$2000 or \$18 per day for the rest of your housing contract (up to a maximum of 3 terms);
- Any extra meal money that you have not spent will not be refunded;
- If you are an Undergraduate Pathway bound student (your I-20 includes Pathway), then your full housing payment for 3 terms is non-refundable.

- You will have 48 hours to remove your belongings from your room as you cannot stay on campus.

If you have any housing related questions, please contact Allen Dean, INTO OSU's Campus Housing & Arrivals Coordinator: allen.dean@oregonstate.edu.

Finance:

If you have any Finance related questions, please contact: intofinance@oregonstate.edu.

Immigration:

Please contact your International Student Advisor (ISA): isas.advisor@oregonstate.edu as soon as possible to discuss your options. If your suspension appeal is not approved, or if you do not appeal, you must either go back to your country or transfer to a different school IMMEDIATELY. If you cannot transfer out immediately, your I-20 will be terminated and you will need to contact an International Student Advisor in ISAS to understand your immigration status and visa situation. The easiest way to meet an ISA advisor is to go to the ILLC Welcome Desk and ask to see an ISA.

Appeal Instructions for Academic Suspension (Pathway students)

You have been notified by INTO OSU and a letter from the OSU registrar's office that you have been suspended. As an INTO OSU Pathway Students you can appeal to your suspension from Oregon State University under following **conditions**:

- extenuating circumstances inhibited you from studying successfully and those circumstances have been demonstrably corrected
- in addition to the poor academic performance, there is also evidence in the academic record of an ability to make timely progress toward completion of a degree program
- the student provides a proposed schedule and a detailed plan to foster academic improvement, which have been reviewed and endorsed by the Head Advisor of your college
- you have to file a petition for reinstatement is filed in time and documentation of the problem (extenuating circumstances) and its solution is provided
- the petition is supported by your department and college head advisor or by the INTO OSU Pathway Academic Advisor: Candy Pierson-Charlton in consultation with the Head Advisor.

You have to file the petition for reinstatement by the deadline indicated in the letter you received from the registrar's office! Even if you file a petition, there is no guarantee that you will be allowed to continue your studies at Oregon State University!

These are the steps you must follow to file a petition:

1. Fill out and follow all instructions of the following forms which you can obtain at INTO OSU Welcome Desk on the first floor of the ILLC:
 - a. "Petition for Exception to OSU Reinstatement Regulations"
 - b. "Academic Performance Agreement" (=Learning Contract)
2. Collect all reports and letters from campus services that pertain to your appeal (for example, letters from your doctor or Counseling and Psychological Services)
3. Take these forms & letters to the INTO OSU Pathway Academic Advisor: Candy Pierson-Charlton. If she determines that your appeal has merit, she will sign the forms.
4. Submit completed forms to INTO OSU Welcome Desk within 72 business hours of your e-mailed suspension notice.
5. If you are given a chance by the INTO OSU Academic Suspension Appeals Committee to continue your studies one more term, and your grades don't improve, i.e. your next term GPA is not above 2.0, you will be suspended and will not be allowed to continue studying at OSU.

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Petition for Exception to OSU Reinstatement Regulations

This Pathway Academic Suspension Appeal Form AND your two-page essay must be submitted to the INTO OSU Welcome Desk in the ILLC by the date in your suspension notice.

Student ID _____

ONID E-mail

First Name _____

Family Name

Phone _____

Address

1. Please circle your program:

Pathway Undergraduate: **Business** **General** **Engineering** **Science**

Food Science & Technology **Computer Science/ECE**
Sustainable Planet

Exercise & Sport Science **General – Liberal Arts Focus**

Pathway Graduate: **Business (MBA)** **Engineering (MEng)**

2. Please circle the term you are suspended: **Fall** **Winter** **Spring**
 Summer

3. Write a **two page essay** that explains what happened to you and answers the following questions:

- Why have you done so poorly academically in your classes?
- If you are allowed to study one more term in the Pathway program what changes will you make so you do better in your classes?
- How many hours will you study each day outside of class?
- Where will you study? Will you go to the campus library?
- Will you get help from the Pathway tutoring program in the INTO OSU Learning Center?

4. If you had health problems that caused you to do poorly in your classes, please bring medical reports, and a letter from your doctor, or Counseling and Psychological Services at OSU, and any other documents that show medical concerns. Please submit these documents with this form.

Please submit this form AND your two-page essay to the INTO OSU Welcome Desk in the ILLC. You will be contacted via ONID email 3 business days after the appeal deadline.

| For Official Use Only | |
|-----------------------|--------------|
| Date Received: | Received By: |
| Notes: | |

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Academic Performance Agreement

I, _____, agree to abide by the following terms as determined by my academic advisor and myself. I realize that these terms are the result of my academic suspension from Oregon State University. I understand that failure to adhere to this agreement will jeopardize my continued enrollment as a student in the INTO OSU Pathway Program at Oregon State University. I realize that these terms are provided with the intent to help me become successful in my academic career at OSU.

- I will attend all classes during the term (your initials here) _____
- I will complete all classroom assignments and submit them on time (initials) _____
- I will meet with my instructors when I have questions about a class (initials) _____
- I will meet with my academic advisor to review my academic progress seven times during the Term (initials) _____
- I need a tutor for the following classes _____

- I will meet with my tutor weekly (initials) _____
- I understand that my academic success is my responsibility (initials) _____

Student Signature _____

Date _____