

School Procedures of the University of North Texas Health Science Center	Chapter 15 – School Procedures Student
15.220 SBS - Quality of Work Required	Affairs, Education, and Funding

Procedure Statement.

This school procedure outlines the requirements for a student’s progression to a degree in the University of North Texas Health Science Center’s (UNTHSC) School of Biomedical Sciences (SBS).

Application of Procedure.

This procedure applies to all students enrolled in the SBS.

Definitions.

Good Standing. “Good Standing” means a student is appropriately progressing toward completing the degree requirements within a specific degree program.

Procedures and Responsibilities.

1. All Graduate students must maintain an overall 3.0 GPA and all undergraduate students must maintain an overall 2.5 GPA. Each student’s semester grades and semester GPA will be reviewed at the completion of every semester.

Responsible Party: All SBS Students.

2. The graduate student whose GPA earned at another institution is below 3.0 will be required to make up for the deficiency either at the other institution or UNTHSC. This guidance applies to work attempted elsewhere before the student was first admitted to the School of Biomedical Sciences (SBS) and to work attempted elsewhere after the student’s admission at UNTHSC.

Responsible Party: SBS graduate students from other institutions.

3. Probation.

The graduate student who does not maintain a 3.0 GPA and the undergraduate student who does not maintain a 2.5 GPA will be placed on probation and have one long semester to correct the deficient GPA.

- a. Students receiving state-supported assistantships will remain on assistantship during the semester the student is attempting to correct the deficient GPA unless otherwise specified by the Dean.

Responsible Party: All SBS Students.

4. Dismissal.

- a. Failure to correct a deficient GPA may result in dismissal from the SBS.

- b. A student earning an F in any graduate-level course will be dismissed from the SBS.
- c. Dismissals may be appealed in writing to the Assistant Dean within five working days of notification of dismissal.
 - i. Students involved in an appeal continue to attend class and sit for examinations until a final conclusion of the process.
 - ii. If a student is allowed to continue in graduate school, their program discipline may have additional requirements/stipulations for continuation in the discipline.
 - iii. The course in which the student achieved an F grade must be repeated. No student may graduate with an unresolved F on their record.

Responsible Party: SBS Students, SBS Office of Student and Academic Affairs.

5. Bachelor of Science (BS)

- a. Undergraduate students must earn a C or better in each core course to remain in Good Standing.
- b. An undergraduate student receiving a D or lower in a core course will not earn credit towards degree completion for the course and will be required to re-take the course in question. The student will be on probation until a grade of C or better is earned in the course. The student will only be allowed one opportunity to re-take the course. A student who does not receive a C or better in a repeated course will be at risk of being dropped from the program.
- c. An undergraduate student may earn credit towards degree completion for an elective course in which they have earned a D grade. The student may continue in their program in Good Standing with D grades in elective courses as long as the student's overall GPA is maintained at 2.5 or better.
- d. An undergraduate student will not earn credit towards degree completion for an elective course in which they have earned an F grade. However, the student may continue in their program in Good Standing with F grades in elective courses as long as the student's overall GPA is maintained at 2.5 or better.

Responsible Party: SBS Undergraduate Students.

6. Master of Science (MS)

- a. An MS student may continue in their program in Good Standing with C grades in the core courses as long as the student's overall GPA is maintained at 3.0 or better.
- b. Any MS student who has earned a C grade in a core course who then elects to apply for the Ph.D. program after completing the master's degree must re-take the core courses in which the C grade was earned and obtain a B or better in the repeated course. The student will only be allowed one opportunity to re-take the course(s) in question.

Responsible Party: SBS MS Students.

7. Doctoral (PhD)

- a. First-year doctoral students must maintain an overall core GPA of 3.0 or

- better to remain in Good Standing.
- b. A Ph.D. student failing to achieve an overall core GPA of 3.0 or better but only receiving one C grade will be required to re-take the course in question and will be on probation until a grade of B or better is earned in the particular core course. The student who does not receive a B or better in a repeated course will be immediately dropped to the MS program.
 - c. A Ph.D. student with two or more C grades in core courses will be immediately dropped to the MS level. This student will not be re-admitted to a Ph.D. program until successful completion of the master's degree and sufficient core courses are repeated with Bs or better to bring the student's core GPA to at least a 3.0 and to meet the requirements of the student's discipline. The student will only be allowed one opportunity to re-take the course in question.

Responsible Party: SBS PhD Students.

References and Cross-references.

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