

ACADEMIC_UG Academic Dismissal_Policy_039

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Purpose

The purpose of the academic dismissal policy is to establish standards for the academic dismissal of undergraduate students at Qatar University.

Who Should Know This Policy

- President
- Vice President
- Legal Advisor
- Dean
- Director / Departmental Head
- Faculty
- Accounting/ Finance Personnel
- Student
- All Employees

Policy Description

The academic dismissal policy establishes standards for dismissing undergraduate students from Qatar University based on student academic performance.

Definitions

1. Academic Record: Records directly related to the education of a student and maintained by the Registration Department.
2. Academic Standing: Determined by academic regulations governing good standing, probation and dismissal.
3. GPA Hours: Represents the total number of credit hours used in calculating the student cumulative GPA.
4. Good Standing: The academic standing of an undergraduate student who earned less than 25 GPA hours or achieved a minimum cumulative GPA of 2.0 if s/he completed 25 GPA hours or more.
5. Academic Probation: The academic standing of an undergraduate student who earned 25 GPA hours or more and has a cumulative GPA below 2.0.
6. Final Academic Probation: The academic standing of an undergraduate student placed under Academic Probation at the end of a semester who failed to achieve "Good Standing" at the end of the following semester of enrolment.
7. Academic Dismissal: The involuntary removal of a student from the University for unsatisfactory academic achievement.
8. Reinstatement: The act of admitting Qatar University academically dismissed students back to the university and re-establishing their academic records without applying the rules and regulations defined in the transfer policy.

Responsibility

This policy was developed by the Office of the Vice President and Chief Academic Officer in collaboration with the Office of the Vice President for Student Affairs and endorsed by the University President.

The Office of the Vice President for Student Affairs is responsible for overseeing and monitoring the implementation of this policy and accompanying procedures.

Policy Statements

1. While every effort is made by Qatar University to provide timely and accurate information to students about their academic standing, it is the sole responsibility of students to stay informed about their academic standing at all times.
2. Student Academic Standing is evaluated by the Office of the Vice President for Student Affairs at the end of each semester excluding the summer term unless summer performance removes the academic probation for the student.
3. Academic Dismissal decisions are to be officially communicated by the Office of the Vice President for Student Affairs to all concerned students, their advisor, and the head of their department at the end of each semester excluding the summer term.
4. An undergraduate student is Academically Dismissed from Qatar University under the following conditions:

- Failing to achieve the minimum cumulative GPA requirement for “Good Standing” in three (3) consecutive semesters.
 - Failing to meet graduation requirements within 8 years of enrollment in the university excluding foundation program period or within the maximum allowed additional time as indicted in the appeal decision or the reinstatement decision for reinstated students.
5. Academic Dismissal is noted on student transcript and academic records.
 6. Students may appeal the Academic Dismissal decision to the Vice President for Student Affairs within ten (10) business days of the official notification of the decision.
 7. The Student Affairs Committee is to consider student appeals and communicate its recommendation to the Vice President for Student Affairs for decision within ten (10) days of the appeal deadline. The Student Affairs Committee must base its recommendation on criteria and guidelines approved by the Vice President for Student Affairs, and may recommend to:
 - Accept the appeal and authorize enrolment or correction of the student academic record as appropriate.
 - Accept the appeal and authorize an additional maximum period of time during which the student must complete the program requirements.
 - Decline the student request and maintain the academic dismissal decision.
 8. The decision of the Vice President for Student Affairs on student appeals is to be communicated to concerned students by the Vice President for Student Affairs or designated person within two (2) business days of the committee recommendation.
 9. Students who are academically dismissed from Qatar University may apply for reinstatement to the Vice President for Student Affairs.
 10. Students who are academically dismissed from Qatar University for the second time are not eligible to apply for reinstatement.