



Undergraduate and Graduate Student Exclusion Policy

The Kinesiology, Health, and Sports Studies (KHS) division of the College of Education values the student experience and endeavors to ensure that our students have the opportunities, tools, and support to succeed. Students are encouraged to seek assistance from their instructors, counselors or advisors.

The individual program areas in KHS review the academic records of each student at the close of every academic term. If sufficient academic progress, as described below and by program requirements, is not attained, a student may be considered for program exclusion, which will result in the cancellation of any future course enrollments in KHS and removal from the KHS program.

The following criteria will be used to determine exclusion for inadequate academic progress:

KHS Undergraduate students may be excluded if you:

- Have taken and earned below a C in a core/major course twice – no overrides will be granted for a third attempt.
- Fail to earn at least a 2.50 semester GPA in the term following the placement of an academic probation hold.
- Earned or maintained a cumulative GPA below a 2.50 for more than three academic semesters after completing 40+ credits at WSU.
- Violate the *Academic Integrity* policy pursuant to the Student Code of Conduct.

Note: The 2.50 cumulative GPA is required for College of Education undergraduate students and exceeds the minimum 2.0 cumulative GPA used by the University to determine academic probation. This policy applies to Level 2 students and students directly admitted to programs without the Level 1 and 2 distinction.

KHS Graduate students may be excluded if you:

- Were offered “qualified admission” and failed to earn at least a 3.0 in your first academic semester.
- Have taken and earned below a B- in a graduate course twice – no overrides will be granted for a third attempt.
- Fail to earn at least a 3.0 semester GPA in the term following an academic probation hold.
- Earned a cumulative GPA below a 3.0 for more than three academic semesters.
- Violate the *Academic Misconduct* policy pursuant to the Graduate Student Handbook.

Notification Process:

- The specific program area within the Kinesiology, Health, and Sports Studies division will notify the student of the program exclusion via a letter sent to the address in the student record and a copy will be sent to the student’s Wayne State University email address.
- For Undergraduate students, the College of Education Academic Services division will place a registration hold on the student’s account noting the student’s “unsatisfactory academic progress.”



- For Graduate students, the College of Education Academic Services division will remove the student from the program and place the student in a non-degree graduate status. A registration hold will be placed on the student's account noting the exclusion from the KHS graduate program.

Appealing Program Exclusion

Students may submit a formal written appeal that will be reviewed by a committee consisting of faculty and academic officers from the divisions of KHS and Academic Services. Students who appeal program exclusion must submit an appeal letter that must include the following:

- Full name
- WSU Access ID
- WSU email address and contact number
- Name of degree and program
- A concise narrative of why the Division of Kinesiology, Health, and Sports Studies should consider the request to be allowed to remain in the KHS degree program.
- A concise description of the circumstances that affected your academic performance.
- Any supporting documentation that would be pertinent to the committee's consideration of your request.
- An outline of strategies for future success if allowed to continue in the KHS degree program.

Note: Do not plagiarize an appeal letter, in whole or part, from a website or any other source. A student can submit an appeal letter in person, via postal mail, or from their WSU email account. Appeal letters will not be accepted if they are completed by anyone other than the student. Third parties – including parents and advisors – cannot petition or submit an appeal letter on behalf of a student.

Appeals should be submitted to the **Program Coordinator** for the academic program from which the student was excluded within ten (10) days of the initial email/letter notification. Appeals will be considered by the student's KHS program area, then by the Assistant Dean for KHS. Appeal requests that are sent elsewhere within the division of KHS or College of Education will be returned to the student.

Reinstatement to a KHS Program

Students wishing to be considered for reinstatement to a KHS program after an exclusion need to contact the Coordinator for the program area for specific information on how they can satisfy program-specific requirements or reinstatement requirements. This may include, but is not limited to, completion of certain courses, a greater grade-point deficiency reduction, or attainment of a cumulative grade in specified series of courses.