Academic Termination and Reinstatement
Criteria for Termination from the Social Work Program
Procedures for Reinstatement to the Social Work Degree Programs

Grade Appeals Procedures
The faculty of the School of Social Work has the responsibility to require a student to withdraw at any
time prior to receipt of the degree when, in its judgment, the student fails to do satisfactory work. Such
decisions may be based on deficiencies in performance in class or field or in personal fitness for the
profession.

Criteria for Termination
Undergraduate
An undergraduate student in the School of Social Work is required to achieve and maintain for
graduation a minimum grade point average of 2.00 during the junior and senior years respectively. 1
Students are required to maintain this minimum grade point average and will be given an academic
warning at the end of the semester in which the grade point average falls below 2.00 or upon receipt of
a "D+" grade in the professional component of the curriculum.

A student will be terminated from the BSW Program if one or more of the following occur:

1. Upon receipt of one (1) grade of "F" in a classroom course in the professional component of the
curriculum.

2. Upon receipt of two (2) grades of "D+" or below in the classroom course in the professional
component of the curriculum.

3. Upon receipt of one (1) mark of "U" (unsatisfactory) in field work.

4. Upon receipt of two (2) marks of "M" (Marginal Pass) 2 in field work.

5. Upon receipt of one (1) grade of "D+" or below in a classroom course in the professional
component and one (1) mark of "M" (Marginal Pass) in field work.

6. Upon earning below a 2.00 grade point average at the end of the junior year.

7. Upon receipt of one mark of "WF" or "WN" in a classroom course in the professional component
or in field work without approval of Advisor or BSW Coordinator.

The grade of "X" has been eliminated.

At any time, a student has access to the University Ombudsperson.

1The minimum grade point average 2.00 required during the junior and senior years includes all grades in
professional, general education (co-requisites) and elective courses recorded after admission to the program
leading to the BSW degree. Although a C- is classified as a "fair" grade, a C- average (1.67 GPA) is below
satisfactory performance for a BSW student.

2The mark of "M" (Marginal Pass) indicates that the student's performance in field work is barely satisfactory. The
mark applies when the work is below satisfactory but does not warrant the mark of "U" which is unsatisfactory.
Graduate Students
A graduate student shall be terminated from the MSW Program and a graduate or postgraduate student will be terminated from the Graduate Certificate Program in Social Work Practice with Families and Couples even if he/she meets the grade point average required for graduation or receipt of the certificate as specified in the WSU Bulletin if one or more of the following occur:

1. Upon receipt of "B-" grades and below in three classroom courses.¹
2. Upon receipt of two (2) marks of "M" in field work²
3. Upon receipt of grades "B-" and below in two classroom courses and one (1) mark of "M" in field work.
4. Upon receipt of one (1) grade of "D" or "F" in a classroom course or one (1) mark of "U" in field work.
5. Upon receipt of one mark of "WF" or "WN" in a classroom course in the professional component or in field work without approval of Advisor or MSW Coordinator.

The student will be notified of termination when any of the above deficiencies occur. Students will receive an academic warning upon receipt of a "B-" grade or below or mark of "M." According to the WSU Graduate Bulletin, “Grades of (B- minus) and below are unsatisfactory for graduate level work and constitute valid cause for dropping a student from a graduate program.

All Students
Upon termination, you must withdraw from all Social Work courses and/or field work in the School of Social Work. You may not attend classes or your field placement.

If you do not officially withdraw from classes, you may be charged additional fees. For information on how to withdraw and to avoid these additional fees, please refer to the Registrar for the withdrawal schedule. The link is as follows: (http://sdcl.wayne.edu/RegistrarWeb/Calendars/academic).

For all students, academic offenses such as cheating or plagiarism may lead to expulsion, suspension or some other appropriate disciplinary action. The Office of the Dean of the School shall provide written notification to the student when expulsion, suspension, or other disciplinary action is the result of cheating or plagiarism.

At any time a student has access to the University Ombudsperson.

¹ For purposes of these procedures, only the final grade earned in SW 8996 or SW 8999 shall be considered.
² The mark of “M” indicates that the student’s performance in field work is barely satisfactory. The mark applies when the work is below satisfactory, but does warrant the mark of "U" which is unsatisfactory.
Request for Reinstatement: Undergraduate and Graduate Programs

If the student whose performance has resulted in termination believes that there are extenuating circumstances that might justify reinstatement, he/she may request the dean, in writing (email unacceptable), to consider these circumstances. Requests for reinstatement shall be made as soon as possible, but no later than two weeks after the commencement of classes of the next semester following termination. When a grade is awarded following removal of an "I" or a "Y" which results in notification of termination, the request for reinstatement must be made no later than two weeks after such notification.

1. Within two weeks of receipt of this request, the dean shall establish a Reinstatement Advisory Committee which shall consist of three members of the full-time faculty chosen by the student from a list of five drawn by lot from the faculty roster. All faculty members so selected are required to serve. If the student fails to select three faculty members, his/her request shall not be considered and no further action will be taken. If the student wishes, two students may serve on the Committee selected randomly from a standing list created of names from the Student Reinstatement Advisory Committee in a procedure that is approved by the Student Organization and which is satisfactory to the faculty. The Associate Dean will select its chairperson.

2. The student shall submit, in writing (email unacceptable), his/her reasons to believe that satisfactory performance can be achieved upon reinstatement, and may submit in writing any relevant supporting data to help elucidate his/her belief that reinstatement is merited.

3. The Committee may also request relevant written data, opinions, recommendations and/or evaluations from any appropriate source that may assist it in reaching a decision.

4. The Committee shall deliberate and reach a decision in private and transmit its advisory written recommendations to the dean, normally within ten business days from time of appointment unless there is an inability to obtain suitable material for review. The dean shall consider the Committee's recommendation and notify the student of his/her decision within one week of receipt of the committee's report.

5. An undergraduate student shall be terminated following reinstatement if he/she receives a grade of D+ or below in class in the professional curriculum or below "S" in field work. A graduate student shall be terminated following reinstatement if he/she receives any grade of B- or below in class or below "S" in field work. Consideration by a Reinstatement Advisory Committee is at the discretion of the Dean. The Reinstatement Advisory Committee shall be selected as described in item 1 above.

6. Students who do not request reinstatement within the time limits outlined above or who are not reinstated by the dean following termination, and who subsequently wish to be considered for readmission following termination, must follow regular procedures for admission to the school but may not be readmitted for at least two years. An undergraduate student shall be terminated following readmission if he/she receives a grade of D+ or below in class in the professional
Grade Appeals Procedures

It is the instructor's prerogative to evaluate student work and assign grades in accordance with his or her academic and professional judgment. Grounds for appeal of grades are: (1) the application of non-academic criteria in the grading process; (2) sexual harassment; or, (3) evaluation of student work by criteria not directly reflective of performance relative to course requirements. In those instances where a student disputes the final grade awarded, for one or more of the above reasons, the following steps should be taken to appeal the grade in question.

1. Informal Review

The student shall discuss the disputed final grade with the instructor of the course. If the dispute is not resolved informally, the student may initiate a formal appeal.

2. Formal Appeal Procedures

a. Within thirty (30) calendar days following official notification of grades through the university Pipeline system for the term in which the disputed grade was awarded, and when the informal review fails to resolve the dispute, the student shall submit a written appeal (email unacceptable) detailing his/her objections along with supporting documentation to the instructor. The instructor shall provide written response (email unacceptable) in ten work days.

b. If the dispute remains unresolved, the student shall submit a written statement (email unacceptable) detailing his/her objections, along with supporting documentation, to the dean within ten work days of receiving the instruction's response.

c. The dean shall review the complaint and provide a copy of the complaint to the instructor. The instructor of the course shall be invited to reply in writing to the objections of the student. Where appropriate, the dean may consult with a Grade Appeals Committee for advice in grade disputes. Students will be notified of the dean's decision within thirty work days of receiving the request. The dean's decision shall be the final decision at the school level.
3. University Level Academic Appeals Procedure

When the appeal procedures within the College have been exhausted, the student may request the Vice President for Academic Affairs to review the decision on the record. Procedures for requesting a review by the Vice President for Academic Affairs are published in the University Bulletin.

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