

Academic Standing and Probation MLS Programs

The College of Law is responsible for periodic performance reviews of all students seeking a Masters of Legal Studies degree in one of the various MLS degree programs (“Masters students”) in accordance with the guidelines described in this policy. If these standards are not met, the College has the authority to deny further enrollment.

The Associate Dean for Academic Affairs supervises the Masters Programs to ensure observance of policy and academic excellence.

RETENTION

A Masters student will be permitted to continue enrollment as long as the student remains in good academic standing by:

- fulfilling any specific requirements of his or her academic degree,
- making satisfactory progress toward the degree and
- maintaining a minimum cumulative 7.0 grade point average (GPA) in all coursework attempted while in the applicable program

Progress Review

The Director of Graduate Programs (“Director”) monitors each Masters student’s academic progress by reviewing final grades and calculating GPAs at the end of each semester. The Director also monitors progress toward degree requirements and progress toward conditional admission requirements (if applicable). After release of grades after each semester the Director will notify students who have not met the required standards of performance. Such students may receive warning notifications, may be placed on academic probation or may be disenrolled depending on the details of their academic performance.

Satisfactory Progress

Making satisfactory progress toward a Masters degree includes, but is not limited to:

- timely completion of the coursework required for the degree
- progress made in completing a thesis (if part of the program)
- timely completion of the thesis defense or deposit (if applicable)

Grade Point Average

The Director will place any Masters student on academic probation if the GPA calculation performed after grades are released for such Masters student yields a GPA of less than 7.0. The following procedures apply to calculation:

- All letter grades attempted for completion of the applicable program will be included in GPA calculations. Exceptions are grades of *S, U, I, X, P, NP, W, AW, N* and *AU*, for which no grade points are awarded.
- If a Masters student has received transfer credit for course work taken at another university the grades in such courses will not be included in the calculation (only coursework completed in the program at the College of Law will be included)
- When a final letter grade is transcribed for a course in which an *I* or *N* was originally reported, the Director will perform a new GPA calculations and notify the Masters student of any change to his or her academic standing.
- When a Masters student repeats a course in which a grade of *C, D* or *F* was earned, both the original grade and the repeat grade will be included in GPA calculations. The repeat grade does not replace the original grade.

ACADEMIC PROBATION

- The Director will place any Masters student who fails to maintain a cumulative GPA of 7.0 or greater or who otherwise in the determination of the Director fails to make satisfactory progress toward the applicable degree on academic probation.
- Masters students who are placed on academic probation will receive official notification from the Director via OU email.
- Advance registration for future coursework is not permitted during academic probation without the permission of the Director. A temporary enrollment hold will be placed on the student's record. Enrollment for the next semester will not be permitted until grades for the previous semester have been reported on the academic transcript and the Director has determined that the Masters student's progress is satisfactory. The Director has the authority to limit enrollment of any Masters student on academic probation to specific courses or to limit enrollment to a specified maximum credit hours of enrollment in a semester. The Director also has the authority to require as a term of academic probation a student must retake any class in which a Masters student earns a grade below a B-.
- While on academic probation, a Masters student is not eligible to graduate. All Masters programs require a minimum cumulative GPA of 7.0 or higher to graduate.
- A Masters student who has failed a required course for a degree must retake that course to graduate. A Masters student who fails a required course for a degree a second time will be disenrolled from the program and the College by the Director and will be permanently excluded from the College of Law program in which he or she was enrolled.
- A Masters student who has earned a grade ranging from a D- to a C+ may petition the Associate Dean of Academic Affairs for permission to retake the class. If permission is granted, the grade earned will be added to the Masters student's GPA but will not replace the prior grade. The new credits earned will not be counted toward the total credits needed for graduation.

Low GPA

- Masters students who are placed on academic probation due to a GPA that fell below a 7.0 must earn enough credit hours of grades to bring the GPA up to a 7.0 within the next 12 credit hours of enrollment. If after completing 12 credit hours of course work, the

Masters student's GPA is still below 7.0, the Director will disenroll the student from the program and the College of Law and the student will be permanently excluded from the College of Law program.

- A Masters student who has fewer than 12 hours of coursework remaining toward the degree will be subject to a shorter probationary period as determined by the Director.
- The probationary period includes both letter-graded and *S/U* graded courses.
- The Director may deny a Student who does not improve his or her GPA each semester further enrollment before the standard 12-hour probationary period elapses.
- A Masters student who would need to earn more than 12 credit hours of *A* grades in order to reach a 7.0 GPA before graduating will be disenrolled by the Director from the program and the College of Law and the student will be permanently excluded from the College of Law program.

***U* and *NP* Probation**

- A Masters student who earns two or more credit hours of *U* and/or *NP* grades in one semester will be placed on academic probation for the next semesters in which the student enrolls.
- The Director may disenroll a Masters student who earns two or more credit hours of *U* and/or *NP* during a *U* or *NP* probation

REVIEW OF PROBATION OR DISENROLLMENT DETERMINATION

A student who is placed on academic probation or disenrolled by the Director may request review of this action by the Associate Dean for Academic Affairs. The request for review must be in writing and must state the reasons for requesting such review which may include disagreement with the calculation of the GPA or determination of unsatisfactory progress toward a degree.

Upon receipt of such a request, the Associate Dean for Academic Affairs after consultation with the Non-JD Programs Committee will either sustain or overrule the placement on probation or disenrollment. The decision of the Associate Dean for Academic Affairs will be final.

PERMISSION TO AUDIT FOLLOWING DISENROLLMENT

A student who has been disenrolled and excluded from the College of Law program, may petition the Director to enroll in any courses in the program from which he or she was disenrolled and excluded on an audit basis. Any student granted permission to enroll to audit classes will not be enrolled in the degree program, will not be eligible for a degree, and will not receive a grade for audited class. The fact that they audited the class will be transcribed and the student will have to pay regular tuition for the class in order to enroll to audit. Students auditing a class have the same access to online course materials and can participate in the class to the same extent as degree seeking students.