



**POLICY ON ACADEMIC PERFORMANCE
FOR MATRICULATED GRADUATE STUDENTS**

PURPOSE

To define acceptable and unacceptable academic performance and to outline the review procedure and consequences of low scholarship in the Master's and PhD programs in the William E. Boeing Department of Aeronautics and Astronautics.

SCOPE

All matriculated graduate students in the William E. Boeing Department of Aeronautics and Astronautics.

POLICY

Students may continue in graduate degree programs as long as they maintain satisfactory performance as well as satisfactory progress toward completion of their programs. Master of Science in Aeronautics and Astronautics (MSAA), Master of Aerospace Engineering (MAE) and Doctor of Philosophy (PhD) students must maintain a minimum cumulative grade point average (GPA) of 3.0 each quarter they are enrolled. Students must also receive a minimum grade of 2.7 for any individual course to be counted toward the graduate degree.

Each quarter, the Department receives a Low Scholarship list from the Graduate School identifying students whose quarterly GPA and/or cumulative GPA fall below 3.0. The Department Graduate Advisors will review the academic records of these students and make recommendations to the faculty Graduate Program Coordinator based on the following guidelines.

- Quarterly Low Scholarship: No formal action will be taken for students whose names appears on this list because their QUARTERLY GPAs are below 3.0, unless the condition is caused by anomalies that require immediate corrective attention (e.g., a student receives a grade of 0.0 in a course), in which case **they may be placed on academic probation**. The Graduate Program Advisor (and/or their faculty advisors) will notify students of the low scholarship and will be available to help them develop a plan to rectify the problem.
- Cumulative Low Scholarship, Timeline: The department does not generally enforce academic probation until a student has been enrolled for two quarters (three quarters for students in the part-time Master of Aerospace Engineering program) unless the condition is caused by anomalies that require immediate corrective attention (e.g., a student receives a grade of 0.0 in a course),
- Cumulative Low Scholarship, Probation: Students whose names appear on this list because their CUMULATIVE GPAs are below 3.0 at the end of their second quarter **will be placed on academic probation**. Students must meet with the Graduate Program Advisor (and/or their faculty advisors) to discuss a plan and timeline for academic improvement and any other conditions of the probation. This probationary status will be recorded by the Registrar, but will not appear on the students' transcripts.*
- Cumulative Low Scholarship, Final Probation: Students who are on academic probation and whose names appear on the low scholarship list a second time because their CUMULATIVE GPAs are below 3.0 will be placed on **final academic probation**. This final probationary status will be recorded by the Registrar, but will not appear on the students' transcripts.*
- Cumulative Low Scholarship, Drop: Students who are on final probation and whose names appear on the cumulative low scholarship list for a third time because their CUMULATIVE GPAs are below 3.0 **will be dropped from the Department**.

*Students may appeal such changes of status to the Chair of the Department of Aeronautics and Astronautics. Students may appeal beyond this point to the Graduate School for informal resolution, and if still not satisfied, may file a formal complaint with the Dean of the Graduate School.