

Addendum #2 to the 2011-2012 University Catalog

Effective July 2012 session, the following sections of the catalog have been amended:

Credit Completion

Students receiving Federal Financial Aid must complete their program of study within the above time-frame with no more than 150% of the semester credit hours required for the program, as measured by attempted credits and including transfer credits (for example, a student in MBA program requiring 44 semester credits, may not attempt more than 66 semester credit hours including transfer credits). Students must successfully complete at least 67% of all attempted credits. Students must note that when a satisfactory academic progress review indicates that a student cannot complete the program within the maximum allowed credits, all Title IV aid must stop. No financial aid will be disbursed for the student during subsequent sessions.

An undergraduate student is expected to successfully complete 24 credits each academic year and graduate students are expected to successfully complete 12 credits each academic year in order to maintain financial aid eligibility. Therefore, undergraduates should be enrolled in two courses each session and graduate students should be enrolled in one course each session. "Successfully completed" credits are those for which the following grades are awarded:

Undergraduate level courses: A, A-, B+, B, B-, C+, C, C-, D

Master level courses: A, A-, B+, B, B- (Note that while a student may successfully complete a course with a grade of "B-", he/she must maintain the required 3.0 GPA (B) for the graduate level)

Doctoral level courses: A, A-, B+, B.

Courses dropped within the add/drop period are not counted towards attempted credits.

Grades of "W" are not considered in determining GPA but are considered credits attempted.

Grades of "I" (Incomplete) will not be included in the cumulative GPA computations but will be counted in attempted credits. When the grade of "I" is changed to a letter grade, the GPA will be recalculated. If Satisfactory Academic Progress (SAP) is still not met, a return of Title IV calculation may be required.

All other grades are counted as "unsuccessful completion" for purposes of SAP and Title IV eligibility.

Grades

Grading and Academic Performance

In order to maintain good academic standing a student must demonstrate satisfactory progress toward completing his/her degree. This progress is measured by assigning grades and computing session grade point averages as well as overall grade point averages for all work completed at Trident University International.

TUI uses the following grading scale.

- A = 4 grade points per semester credit
- B = 3 grade points per semester credit
- C = 2 grade points per semester credit
- D = 1 grade point per semester credit
- F = 0 grade points per semester credit
- W = Withdrew. Assigned only to course(s) approved to drop after the first week of the session, not included in the grade point average computations.
- PR = in progress (Issued ONLY to 699 and 700 level courses in doctoral programs, not included in GPA calculation)
- I = Incomplete.

In addition to the grades listed, grades of A-, B+, B-, C+ and C- can be assigned as final grades by instructors. The "+" adds .333 and the "-" deducts .333 from the associated numeric grade (e.g., a C+ grade is worth 2.333). There is no A+, D+ or D- grades at TUI.

The following numeric grade values are assigned for each credit:

A = 4.0, A- = 3.666

B+ = 3.333, B = 3.0, B- = 2.666

C+ = 2.333, C = 2, C- = 1.666

D = 1 (barely passing for undergraduates)

F = 0 (fail)

All grades other than an "F" grade are considered passing grades for undergraduates.

Satisfactory Academic Progress - Academic Warning and Academic Disqualification

Students are expected to remain actively engaged in their academic work and maintain the following **minimum grade point averages**.

- Students in the undergraduate programs must complete each undergraduate course with a grade of "D" (1.0) or better and maintain a cumulative GPA of 2.0 (C) or better for all coursework applying toward the degree.
- Students in the graduate (Master) programs must complete each graduate course with a grade of "B-" (2.666) or better and maintain a cumulative GPA of 3.0 (B) or better for all graduate level coursework applying toward the degree.

- Students in the doctoral degree programs must complete each doctoral course with a grade of "B" (3.0) or better and maintain a cumulative GPA of 3.0 (B) or better for all courses applying toward the degree.

Satisfactory academic progress (SAP) will be measured and evaluated after each session. Students who receive failing grades or who fail to maintain the required grade point average for their respective degree programs will receive formal *notice of an academic warning* via email from the Office of the Registrar. The notice will identify the requirements to be met by the student in order to be removed from warning status. The requirements may include repeating failed courses and/or raising the cumulative GPA above the minimum required for graduation from the program. A copy of the notice will become part of the student's permanent file.

If all other requirements are met, financial aid students may be eligible for disbursements while on academic warning status. Financial aid students who fail to meet SAP after the academic warning period are subject to losing their eligibility to receive additional funds. Students may re-establish financial aid eligibility upon meeting the requirements as identified in the notice of warning.

The performance of students on academic warning will be reviewed every session. When the academic performance requirements have been met, the student will be removed from academic warning. A formal notice will be sent to the student via e-mail from the Office of the Registrar. A copy of this notice will become part of the student's permanent file.

Students with multiple failed grades will be subject to academic disqualification. Approval of academic disqualification will be based on factors including, but not limited to, the number of failed grades, the student's overall past academic performance, the level of academic deficiency, and the student's probability of achieving satisfactory academic standing within a reasonable time frame consistent with the university policy on the maximum timeframe for completion of a degree. Notice of academic disqualification will be sent to students by the Office of the Registrar and will become part of the student's permanent record.

Academically disqualified students may submit a one-time request for reconsideration and readmission to the Office of the Dean of their respective college. The College Dean or designee will render a decision on the request within five business days. Approval of readmission does not guarantee financial aid eligibility.