



**DEPARTMENT OF PHYSICIAN ASSISTANT STUDIES  
POLICY**

<b>POLICY NAME:</b>	<b>PROBATION AND DISMISSAL</b>
<b>RESPONSIBILITY For Development:</b>	<input type="checkbox"/> University Admin <input checked="" type="checkbox"/> Dept. Chair/ Program Director <input checked="" type="checkbox"/> Academic Director <input checked="" type="checkbox"/> Clinical Director <input checked="" type="checkbox"/> Faculty <input checked="" type="checkbox"/> Medical Director <input checked="" type="checkbox"/> Administrative Secretary
<b>APPROVED BY:</b>	Faculty
<b>DATE CREATED:</b>	5/17/2013
<b>DATE REVISED:</b>	2/26/2025
<b>REVIEWED: Annually</b>	2/26/2025
<b>SUPPORTIVE DOCUMENTS:</b>	Terms of Probation DPAS Student and Policy Handbooks
<b>OCCURANCE:</b>	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Yearly <input checked="" type="checkbox"/> As Needed
<b>PURPOSE:</b>	To define and publish DPAS policy on probation and dismissal.
<b>POLICY:</b>	<p>The DPAS maintains that students enrolled in the program are required to maintain a minimum of a 3.0 overall GPA. Students who fall below an overall GPA of 3.0 will be placed on academic probation. Additionally, a student who receives a final grade of C or C+ in more than one-third (1/3) of the courses for any given didactic semester will be placed on academic probation.</p> <p>Students who maintain a cumulative GPA of 3.0, but earn below a GPA of 3.0 in any given semester will not be placed on probation, but will be given an academic improvement plan developed by the advisor and Department Chair/Program Director that includes student input.</p> <p>Failure in any areas of rotation assessment and the remedial activity will result in probation. A cumulative total of two failures in end of rotation exams and/or preceptor evaluations at any time during the clinical year will result in probation. Failure of any subsequent end of rotation exam or preceptor evaluation will result in dismissal from the DPAS. A final grade of F on a rotation would result in probation, necessitate repeating the rotation, resulting in a later graduation date and may result in dismissal.</p> <p>Probation will last no more than 2 consecutive semesters or 2 consecutive clinical rotations. Students may only be placed on probation once throughout the entirety of the program. Behaviors or academic performance that would require a second probation will result in dismissal from the DPAS. If a singular event occurs that requires the student be placed on both academic and professional probation simultaneously, this would be considered one probation. Terms of probation will be decided by the Student Affairs Committee.</p> <p>Within the DPAS students must also maintain professional standards. Students are expected to maintain professionalism at all times. This includes being reliable with</p>

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attendance, responsible, ethical behavior, confidentiality and academic honesty. Students who have involvement in criminal activity, drugs, alcohol or person abuse may also be found to be in violation of professional standards. Violation of academic or professional standards are grounds for probation.

**Terms of Probation:**

Documentation of the terms of probational status must include the following:

1. Defined infraction.
2. Time frame of probation.
3. Academic or behavioral improvement plan developed by the advisor and Department Chair/Program Director that includes student input. The academic or behavioral improvement plan may include, but is not limited to study/advisement sessions or other stipulations to support student success.
4. Defined expectations of the student to meet the terms of probation and achieve good standing.
5. Monitoring time frame for the advisor and/or faculty to observe and document student success.
6. The time frame scheduled for the final evaluation of student success in meeting terms of probation.
7. Violation of the terms of probation, during the defined time period or at the conclusion will result in dismissal from the DPAS.

The Terms of Probation document is signed by the student, advisor and the Department Chair/Program Director. A copy of the signed document is given to the student and a copy is placed in the student's departmental file. The student will receive written confirmation of the initial, midpoint and final evaluation of the terms of probation.

**Dismissal**

The DPAS Probation Policy states that probation will last for no more than two semesters or two consecutive clinical rotations. Dismissal will occur when a student has not achieved a 3.0 cumulative GPA in the term following one in which the student was on probation, when terms or conditions established for probation were not met, in the event of a second term of probation or when the academic record reflects poor performance. Due to the progression of the didactic curriculum, a final grade of F in any single course will result in dismissal from the program. Failure of a second rotation will result in dismissal from the program. Failure to meet professional or behavioral standards at any time during the program is also grounds for dismissal. Students who are dismissed from the DPAS are ineligible to reapply to the program.

**Appeal**

Students may only appeal in the following circumstances:

1. Failure of the Program or University to follow due process
2. New evidence pertinent to the student's case

The student must submit a written appeal within seven calendar days of the decision directly to the Dean of the School of Health Professions. The appeal should include all pertinent facts and clearly state the basis for which the appeal is being made. After consideration of all statements, the Dean of the School of Health Professions will review the appeal with the Provost Vice President for Academic Affairs who will deliver the final decision.

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<b>OTHER NOTES:</b>	
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