

# **Welding Engineering**

## **Academic Standards: Probation, Dismissal and Reinstatement**

Semester policy approved by CCAA 29 March 2012

Revisions approved by CCAA 15 September 2014

### **Definition of Abbreviations**

The following terms are used in this document:

**MSE: Materials Science and Engineering**

**WE: Welding Engineering**

**WELDENG: OSU Registrar's abbreviation for WE courses**

**OSU: The Ohio State University**

**USC: MSE Department's Undergraduate Studies Committee**

**Student: A Major or Pre-Major in WE**

**SAP: Special Action Probation**

**GPA: Grade Point Average**

**CPHR: Cumulative Point Hour Ratio**

GPA of all graded courses taken at OSU

**DPHR: Department Point Hour Ratio**

Cumulative GPA of WELDENG courses only

**EPHR: Eligibility Point Hour Ratio**

GPA used to determine acceptance to the major, using the following set of courses or their equivalents:

CHEM 1210 or 1250; and

ENGR 1181 and 1182; or 1281 and 1282; or 1186 and 1187 and 1188; and

MATH 1151 or 1161; and 1172; or 1152 and 2153; or 2162; and

MATSCEN 2010; and

PHYSICS 1250.

**For courses that are retaken, only the most recent grade will be included in the calculation of the EPHR.**

**PPHR: Pre-major Point Hour Ratio**

GPA for the following set of courses or their equivalents for which the student has received graded credit at OSU:

CHEM 1250, 1210, 1220,,

ENGR 1181, 1182, 1186, 1187, 1188, 1281, 1282,

ENGR 1221,

MATH 1151, 1152, 1161, 1172, 2153, 2162, ,

PHYSICS 1250, 1251, 1240, 1241.

**TPHR: Term Point Hour Ratio**

GPA for all graded courses taken during a given term.

### **Notification of Policies**

A copy of this statement is made available on the department web page.

### **Admission to the Welding Engineering Major**

- Admission to the WE major requires a CPHR and EPHR of 2.0 or greater.
- Admission to the WE major is guaranteed for students who have a CPHR and EPHR of 3.0 or greater.

- Applicants to the WE major with either a CPHR or EPHR below 3.0 will be admitted on a space available basis.
- WE majors typically will begin the major courses in the Spring term of the second year of the curriculum plan.
- Formal application to the WE major is required by November 1, prior to the desired Spring term of entry to the major.
- Beginning with the Spring 2015 term, applicants to the WE major will have completed the following courses, to be considered for admission:  
     CHEM 1210 or 1250; and  
     ENGLISH 1110; and  
     ENGR 1181, 1281, or 1186; and 1182, 1282, or 1187 and 1188; and  
     MATH 1151 or 1161; and 1172, or 2153 or 2162; and  
     MATSCEN 2010; and  
     PHYSICS 1250.

## **ACADEMIC PROBATION, DISMISSAL, AND REINSTATEMENT**

University rules provide for two types of probation:

### **1. University Academic Probation**

Any student who has accumulated fifteen or more deficiency points shall be placed on University Academic Probation (See University Rule 3335-9-25A). If a student's college or school considers a student's progress as unsatisfactory in meeting the conditions placed on his or her probation, the college or school shall be empowered to dismiss him or her from the University (See University Rule 335-9-26). Students may also be placed on University Academic Warning under these rules.

### **2. Special Action Probation (SAP)**

In addition to the University Academic Warning, Academic Probation and Academic Dismissal policies enforced by the College of Engineering, there are two forms of Special Action Probation (SAP) for students: 1) SAP for Grades, and 2) SAP for Lack of Progress. A subset of the SAP for Grades policy includes placing students on SAP if they are admitted to the major with below a 2.0 in their EPHR courses.

## **Major and Pre-Major SAP Policies**

The Department of Materials Science and Engineering and the Welding Engineering program encourage strong academic performance by its undergraduate pre-major and major students. To this end, students are provided with regular information concerning their academic standing in the programs. One means by which this is done is through the tracking of students' Special Action Probation (SAP) status. By tracking a student's SAP status, the student is given ample warning regarding the seriousness of his/her position and ensuring the continued quality of students graduating from the Welding Engineering program.

### **Welding Engineering SAP Policies**

Welding Engineering pre-majors and majors are subject to the same rules, with the exception of the calculation of PPHR (Pre-major Point Hour Ratio) for pre-majors.

#### **SAP for Grades**

A student is considered to be in good academic standing following each term's report of grades, if a student has earned

5. a TPHR of 2.0 or higher
6. a CPHR of 2.0 or higher
7. a DPHR of 2.0 or higher
8. For pre-majors, only: a cumulative PPHR of 2.0 or higher regardless of total credit hours taken that term.

A student who is not in good standing, as defined above, is placed on SAP for Grades for the following term.

### **SAP for Lack of Progress**

A student who earns excessive Ws or Is as determined by the Undergraduate Studies Committee, or a student who has taken courses not related to the major in two consecutive terms, may be placed on SAP for Lack of Progress for the following term.

### **Other Grounds for SAP**

In some instances (reinstatement, for example), a student may be accepted to the major or pre-major on SAP.

### **Conditions of SAP for Grades**

Each student placed on SAP for Grades will be sent a letter by e-mail stating the following conditions of their probation:

6. The student must earn a term point-hour (TPHR) of 2.0 or above in their next term of enrollment.
7. If enrolled in WE courses in the next term of enrollment, the student must earn a term point-hour ratio of 2.0 or above in WE courses.
8. The student may not receive a grade of Incomplete (I) or a grade of E or EN **in any course** taken in the next term of enrollment.
9. The student must maintain or attain a CPHR of 2.0 or higher, or show progress towards attaining a CPHR of 2.0, as determined by the USC.
10. A student may remain on SAP for Grades no longer than two consecutive terms of enrollment.

### **Conditions of SAP for Lack of Progress**

Each student placed on SAP for Lack of Progress will be sent a letter by e-mail stating the following conditions of their probation:

3. In the next term of enrollment the student must enroll in at least one course related to the major.
  4. A student may remain on SAP for Lack of Progress no longer than two consecutive terms of enrollment.
- A student placed on SAP may be required to meet periodically with the Academic Advisor, Faculty Advisor, or with the Undergraduate Studies Chairperson.
  - A student on SAP may be restricted in the number of hours in which he/she will be allowed to enroll for the next term.
  - Other conditions may be imposed by the USC as deemed suitable to encourage the student's success.

### **Removal from SAP**

Following receipt of grades after the student's next term of enrollment, a student will be removed from SAP if it is determined that the student has met the terms listed above. A letter of this notification will be sent by e-mail to the student.

**Department Dismissal**

If the student fails to meet the above-listed Conditions of SAP, the student will be considered for dismissal from the Welding Engineering program.

**Reinstatement**

A student dismissed from the program may petition for reinstatement no earlier than one semester after dismissal. This will provide adequate time for the student to demonstrate the capability of satisfactory performance in scientific and technical courses, as well as give the student the opportunity to reenter the major in proper sequence of courses. A student wishing to be considered for reinstatement should first meet with the Academic Advisor.

Revised 11/28/11, 7/28/14