

## Qatar University

<b>Document Number:</b>	VPAA-VPSA-PD-03-V3*
<b>Document Type:</b>	President Decision
<b>Document Title:</b>	Academic Warning, Probation, and Dismissal for Undergraduate Students
<b>Responsible Sector:</b>	Vice President for Academic Affairs and Vice President for Student Affairs
<b>Approval Date:</b>	18/09/2022
<b>Effective Date:</b>	Spring 2023

### President Decision

### Number (37) of (2022)

### To Amend President Decision Number (18) of (2022)

### Regarding Academic Warning, Probation, and Dismissal for Undergraduate Students

<b>Related Legal Documents:</b>	None
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<b>Approval of the President:</b>	<b>Date:</b> 18/09/2022
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\*As per the latest amendment approved by the President on 16/5/2023

**President Decision**  
**Number (37) of (2022)**  
**To Amend President Decision Number (18) of (2022)**  
**Regarding Academic Warning, Probation, and Dismissal for Undergraduate**  
**Students**

**(This is as true as possible translation, where the Arabic version is the only official document)**

The President:

After perusal of:

- Decree-Law No. (34) of (2004) on regulating Qatar University;
- Academic Bylaws approved by the Board of Regents on 16/06/2005 and its modifications;
- Recommendation of the Executive Management Committee issued in its meeting held on 31/05/2022;
- President Decision number (18) of (2022);
- And in consideration of the public interest;

**Resolution**

**Article (1)**

- This decision is entitled: “President Decision Regarding Undergraduate Students Academic Warning, Probation, and Dismissal.”
- This decision applies to undergraduate students at Qatar University.

**Article (2)**

The Undergraduate Academic Probation Policy (ACADEMIC\_UG Academic Probation\_Policy\_037), and the Undergraduate Academic Dismissal Policy (ACADEMIC\_UG Academic Dismissal\_Policy\_039) shall therefore be cancelled by the issuance of this decision.

**Chapter One: Definitions**

**Article (3)**

In the application of the provisions of this decision, the following terms and phrases have the meanings ascribed to them:

- a. **University:** Qatar University (QU)
- b. **President:** President of Qatar University
- c. **Bachelor Degree Seeking Student:** A student registered in any college to obtain a bachelor's degree by the end of his/her enrollment.
- d. **First Year Student:** A student who is admitted and registered for the first time at the undergraduate level, including students admitted to the university who have already earned no more than 29 credit hours. This category does not include students admitted as transferred or second bachelor degree students.
- e. **Academic Record:** Records directly related to the student education and maintained by the Enrollment Management Department.
- f. **Cumulative GPA (CGPA):** It is an indicator of the student's overall academic performance at QU. It is determined by dividing the total number of grade points accumulated for all courses completed by the student by the number of credit hours allocated for the completed courses.
- g. **GPA Hours:** The total number of credit hours used in calculating the student's cumulative GPA.
- h. **Advisor Hold:** A mechanism that prevents students from registering or dropping courses by placing a registration hold on the student's record.
- i. **Academic Standing:** Determined by the Academic bylaws governing student status whether it is good standing, or academic probation or academic dismissal.
- j. **Good Standing:** The academic standing of an undergraduate student is considered to be "Good Standing" before completing 19 GPA hours, or if the student achieves a minimum cumulative GPA of 2.0 after completing 19 GPA hours.
- k. **Academic Warning:** The academic standing status of any bachelor degree seeking student who did not achieve a semester average that is greater than or equal to the minimum required cumulative GPA for the student to be assigned a "Good Standing" academic standing.
- l. **Academic Probation:** The academic standing status of any bachelor degree seeking student who has completed at least 19 GPA hours and obtained a cumulative GPA below 2.00.

- m. **Final Academic Probation:** The academic standing status of any bachelor degree seeking student who was placed under “Academic Probation” at the end of a semester and failed to achieve “Good Standing” at the end of the following semester.
- n. **Academic Dismissal:** Termination of the student’s university enrollment due to unsatisfactory academic performance or failure to meet graduation requirements in accordance with the applicable policies.
- o. **Student Affairs Committee:** A Committee formed by the Vice President for Student Affairs to review and evaluate students’ requests for exemptions from implementing any of the required policies and procedures related to the student.

## Chapter Two: General Provisions

### Article (4)

The university shall be responsible for providing accurate and updated information to students about their academic standing. Likewise, students must make every effort to stay informed about their academic standing.

### Article (5)

The Enrollment Management Department monitors and reviews the students’ academic standing at the end of each semester, excluding the summer semester.

### Article (6)

The Enrollment Management Department monitors and reviews the students’ academic standing after processing the final grades, after incomplete grades are changed, and after the decisions of grade appeal requests are completed.

### Article (7)

Summer semester’s academic performance shall not be considered for decisions on academic warning, academic probation, or academic dismissal.

### Article (8)

The Vice President for Student Affairs shall notify students, academic advisors, and colleges of decisions of academic probations and academic warnings at the end of each semester.

### **Article (9)**

A hold is placed on the record of any student placed on Academic Probation, Final Academic Probation, or Academic Warning to prevent the student from registering any courses. The hold is removed only after obtaining the approval of the student's academic advisor.

## **Chapter Three: Academic Warning**

### **Article (10)**

A student receives an academic warning in the following cases:

- a. After completing a maximum of 18 GPA hours, the student's cumulative GPA falls below the average required for good academic standing (at least 2.0) at the end of any semester, except for the summer semester.
- b. The student's semester average falls below the required average for obtaining a good academic standing (at least 2.0) at the end of any semester, except for the summer semester.
- c. Failing a required course in the student's study plan, twice.
- d. If a period of two years at most remains until the number of years of enrollment at the university has reached twice the period for completing graduation requirements, excluding the years of enrollment in the Foundation Program.

### **Article (11)**

Academic warnings do not affect the student's academic standing, and are not recorded on the student's transcript, but shall appear in the student's academic records.

## **Chapter Four: Academic Probation**

### **Article (12)**

A student receives an Academic Probation if he/she has completed at least 19 GPA hours and obtained a cumulative GPA below 2.00, excluding the summer semester.

### **Article (13)**

The student receives a Final Academic Probation when the following two conditions are met excluding the summer semester:

- a. Receiving an academic probation at the end of the semester

- b. Not being able to increase the cumulative GPA to achieve Good Academic Standing (at least 2.0) at the end of the following semester.

#### **Article (14)**

Academic Probation shall be recorded on the student's transcript and academic records.

#### **Article (15)**

Undergraduate students placed on Academic Probation or Final Academic Probation can not register more than 12 credit hours in the fall or spring semesters and no more than 6 credit hours during the summer semester.

Students may however be allowed to register in more than the maximum number of credit hours subject to prior approval from the Student Affairs Committee.

#### **Article (16)**

Students placed on Academic Probation or Final Academic Probation may apply for change of major according to the rules and guidelines of the university and the relevant college.

### **Chapter Five: Academic Dismissal**

#### **Article (17)**

The student receives an academic dismissal in the following cases:

- a. If the student receives a Final Academic Probation at the end of the semester and is unable to increase his/her cumulative GPA to achieve Good Academic Standing (at least 2.0) at the end of the following semester.
- b. Failing to meet the graduation requirements within twice the period expected for completing graduation requirements, excluding the years of enrollment in the Foundation Program.
- c. Failing to fulfill the graduation requirements according to the additional conditions stated in the appeal decision, the reinstatement decision, or the readmission decision.

**Article (18)**

The Vice President for Student Affairs shall notify all concerned students and their academic advisors, and colleges of academic dismissal decisions at the end of each semester.

**Article (19)**

The Academic Dismissal is recorded in the student's transcript and academic records.

**Article (20)**

All competent authorities, each within its own competence, shall implement this decision, and any provisions contradicting the provisions in this decision shall be repealed. This decision shall come into force as from the beginning of the academic semester Spring 2023.

**Dr. Hassan Rashid Al-Derham**  
**President of Qatar University**