

**INSTITUTIONAL POLICY: E-22**

**CATEGORY:** Education  
**SUBJECT:** Academic Probation

**EFFECTIVE DATE:** February 1, 1990

**LAST REVISION DATE:** March 28, 2009

---

Academic probation is a status which officially advises the student that his or her current level of academic performance is below the minimum acceptable level.

Academic probation becomes a part of the student's permanent record.

Academic probation will be imposed on every student who has failed a course, system, clinical rotation, COMLEX USA Level 1 or Level 2 in accordance with Institutional Policy E-23 and those students who fail an Objective Structured Clinical Examination (see Policy E- 35).

During the time of academic probation, a student:

- must comply with a written learning plan delineated by the WVSOM learning specialist and approved by the appropriate associate dean;
- cannot hold elected or appointed student office at any level and must resign such office upon being notified of being placed on academic probation; and
- will not receive funds or approval for participation in activities outside of the school until academic probation has been lifted.

Following notification by the school's Registrar that a student has received a failing grade, the Vice President for Academic Affairs and Dean shall place a student on academic probation and serve notice in writing to the student citing the reason(s) for probation status.

A student shall remain on academic probation until such time as the Registrar notifies the Vice President for Academic Affairs and Dean of successful removal of the deficit(s), at which time the student shall be removed from academic probation by the Vice President for Academic Affairs and Dean and so notified in writing.