

## REQUIREMENTS WHILE ON PROBATION

1. **Meet with your Advisor.** Students on Academic Probation/Warning must meet with their Academic Intervention Advisor to develop an academic improvement plan and complete the steps outlined in the plan. Failure to do so may result in a registration block.
2. **Commit to Changes.** Each student must commit to change the following behaviors which prevented them from being successful last semester: (ex. working more than 20 hours a week, social activities, class attendance, etc.)
3. **Evaluate your Course Load.** Students on academic probation/warning are strongly encouraged to enroll in a maximum of **12 credits** for the subsequent semester. Discuss your course load with your AI Advisor. Success in your classes can be accomplished by reducing your course load to a manageable number of hours.
4. **Elective Course.** Student may be required to enroll within an elective course which will assist them in achieving their academic goals.
5. **Repeat Courses.** It is highly recommended that students repeat courses in which they have earned an E grade, which may significantly raise their cumulative GPA and assist students into satisfactory academic standing. "E Repeats" can be retaken once.
6. **Develop a target GPA.** Each AI student will be given a target semester GPA that will allow them to get off probation.
7. **Participating in Extra Curricular Activities.** Students on Academic Probation/Warning are prohibited from participating in any intercollegiate activities or leadership positions in student organizations (including Greek letter organizations).
8. **Utilize appropriate Campus Services.** Review the Campus Services section for a list of suggested support areas that could assist you in achieving academic success.
9. **Attend AI sponsored Workshops** – All AI students must attend a minimum of two AI workshops for the semester. Workshops will be held during "*Bengal Pause*" to reduce conflict with courses. Workshop topics include: Time Management, Goal Setting/ Motivation, Using Notes and Textbooks Effectively, Stress Management and Study Tools/Test Taking, etc. All students must sign up in advance for workshops NO later than **February 1<sup>st</sup> or September 1<sup>st</sup>** (*please note that if these days fall on Saturday or Sunday, then the following business day will be the deadline*). All students can sign up at SW 100, or by calling (716) 878-5451.
10. **Check your Academic Progress Mid-semester Grades.** The Early Intervention Program allows us to receive vital information from the Academic Standards office regarding our student academic progress. Student's attendance, engagement, and scholarship will be reviewed to prompt interventions such as tutoring or intensified mentorship.
11. All AI students are required to **follow their semester contract** as prescribed by your advisor.
12. **Course Selection.** All AI Students are required to meet with their AI advisor before registering for next semester courses.
13. **Meet all campus deadlines.** All students should consult the College's Academic Calendar at the beginning of each semester to note important dates in your planner. Remember, it's your responsibility as a Buffalo State College student to stick to the deadlines of the College.
14. **Completion of "I" grades.** Each student that has been granted an I, that student is then expected to discuss the course requirements that have to be completed and to develop a timetable for the completion of the requirements with the faculty. If course requirements are not completed by the 10th week of the following semester, a grade of E is automatically recorded for the course.
15. Meet other stipulated requirements at the discretion of the AI Director.