Leaves of Absence

One-Semester Stop Out

With certain exceptions, matriculated undergraduate and graduate students may stop out of the university one semester in a calendar year and maintain their continuing student status. Continuing status includes the maintenance of catalog requirements for graduation. Disqualified students, students absent for more than one semester without an approved leave of absence, and those who attend another institution for more than one semester must apply for readmission should they wish to return to San Diego State University. Students who are disqualified are not eligible for a one-semester stop out.

Educational Leave of Absence

Students are permitted to take up to four semesters of approved leave of absence. An educational leave of absence is appropriate in those cases where students will be engaged for the majority of the leave time in an activity, other than attending an accredited college or university, that is directly related to their formal academic careers or otherwise contributes to specific academic goals. Students must apply for the particular semester they wish to be absent from school. If they wish to take leave for additional semesters, they must do so on a semester-by-semester basis. Students may request a leave of absence at http://www.sdsu.edu/portal.

The academic calendar lists specific deadlines. For students participating in the CSU visitors’ program, units completed at the visitor campus will be considered resident units; they will not, however, be calculated into the San Diego State University grade point average.

Approval for educational leaves of absence will be granted only to undergraduate students who have completed a minimum of one semester at San Diego State University, who are in good academic standing, and who are eligible to register. Leaves will not be granted to students on probation, students who are subject to disqualification, or have been disqualified, students who qualify for a change from undergraduate to graduate status, or students who have a registration hold.

Military Called to Compulsory Service

For information about the policy for Military Called to Compulsory Service, contact the SDSU Veterans Center at 619-594-5813.

Readmission

Information on readmission is given in the section of this catalog on Admission and Registration, page 16.

Probation and Disqualification

Academic Probation

The purpose of probation is to warn students that their academic performance is below the state minimum required for graduation and to indicate that improvement is required before a degree can be granted.

An undergraduate student whose grade point average falls below a C average (2.0) for either all baccalaureate level college work attempted or all work attempted at San Diego State University will be placed on academic probation at the end of the semester.

Provided a student earns a C average (2.0) or better in San Diego State University work during the semester while on academic probation, academic probation may be continued up to a maximum of three semesters.

Academic probation will be lifted when the student has attained a C (2.0) average or better on all baccalaureate level college work attempted and on all work attempted at San Diego State University.

Summer term and Open University courses are included in the SDSU grade point average; Extension courses are calculated only in the overall grade point average.

Grade point average is computed by dividing the number of grade points accumulated by the number of graded units attempted (see chart under Plus/Minus Grading for number of grade points assigned per unit in each grade category).

Academic Disqualification

Students who are admitted to SDSU in good standing will not be disqualified at the end of their first semester of coursework at San Diego State University. After the first semester, students will be disqualified at the end of the fall or spring semesters if the following conditions exist:

1. A student on probation fails to earn at least a 2.0 grade point average (C average) in San Diego State University work for any semester while on probation, or
2. A student on academic probation still has less than a 2.0 grade point average in all work attempted at San Diego State University at the end of the third semester on probation.

Students who have been disqualified from SDSU will not be allowed to attend regular or Open University classes, or classes through the SDSU College of Extended Studies Special Sessions until one year from the date of their disqualification. Students must also reapply for admission to the university and gain acceptance before resuming enrollment in regular SDSU classes after that one year.

Administrative-Academic Probation

An undergraduate or graduate student may be placed on administrative-academic probation by action of appropriate campus officials for any of the following reasons:

1. Withdrawal from all or a substantial portion of a program of studies in two successive terms or in any three terms.
2. Repeated failure to progress toward the stated degree or objective or other program objective, including that resulting from assignment of 15 units of No Credit (when such failure appears to be due to circumstances within the control of the student).
3. Failure to comply, after due notice, with an academic requirement or regulation, as defined by campus policy, which is routine for all students or a defined group of students (examples: failure to list all colleges attended on the application for admission, failure to take placement tests, failure to complete a required practicum, failure to comply with professional standards appropriate to the field of study, failure to complete a specified number of units as a condition for receiving student financial aid or making satisfactory progress in the academic program).

Administrative-Academic Disqualification

A student who has been placed on administrative-academic probation may be disqualified from further attendance if:

1. The conditions for removal of administrative-academic probation are not met within the period specified.
2. The student becomes subject to administrative-academic probation while on administrative probation.
3. The student becomes subject to administrative-academic probation for same or similar reason for which the student has been placed on administrative-academic probation previously, although not currently in such status.

In addition, an appropriate campus administrator may disqualify a student who at any time during enrollment has demonstrated behavior so contrary to the standards of the profession for which the student is preparing as to render him/her unfit for the profession. In such cases, disqualification will occur immediately upon notice to the student, which shall include an explanation of the basis for the action, and the campus may require the student to discontinue enrollment as of the date of the notification.

Students who have been disqualified from SDSU will not be allowed to attend regular, or Open University, or classes through the SDSU College of Extended Studies Special Sessions until one year from the date of their disqualification. Students must also reapply for admission to the university and gain acceptance before resuming enrollment in regular SDSU classes after that one year.