

Academic Progress

As the Office of Academic Progress it is our responsibility to help ensure every student enrolled at Sullivan University successfully completes their program(s) by:

- 1. Monitoring all students' academic progress** – Satisfactory Academic Progress (SAP) are the minimum academic standards that all students at Sullivan University must achieve in order to remain enrolled, actively pursuing a degree and/or be able to receive Title IV monies from the Federal Government in the form of loans or grants.
 - These standards are measured both qualitatively by cumulative GPA and quantitatively by completion rate (credit hours attempted versus credit hours earned). Graduate School cumulative measures for GPA must remain at 3.0 or higher
- 2. Identify early signs of academic "trouble"** – Students failing to meet the minimum requirements for SAP will be sent notification and placed on a "Warning" status. This status will remain in effect for one quarter and then re-evaluated after the subsequent term. After serving a "Warning" quarter those students still failing to meet standards will be placed on "Suspension" and no longer allowed to attend classes until or if a successful appeal is granted.
- 3. Initiate early intervention and advising to correct issues before they escalate** – Notifications of Warnings, Early Alerts provided by instructors, and notification of midterm grades are ways that this office communicates with students who may be struggling at one or more point in the quarter. These notifications provide information on resources available to students of Sullivan University such as the Tutoring and Wellness Center. This also allows us to work closely with students to try to prevent academic warnings and/or suspensions.
- 4. Follow policies and procedure as outlined by The Department of Education (DOE) and the University.** The DOE has specific guidelines that the university and its students have to abide by. This ensures compliance and is for the benefit of Sullivan University and our students.

We want to help ensure the successful completion of your education here at Sullivan University and have included some ways that can help you stay on the right path.

Tips for Success

- Be aware of your grades and academic standing at all times
- Communicate with your instructors and the administrative departments on campus
- Continually monitor your student portal and email for information generated by any department and respond promptly
- Utilize the resources available to you! The Sullivan Library, Tutoring Center, Wellness Center, and PLUS Friday are great resources for students that can help further promote their educational success.
- ASK QUESTIONS! If you are unsure of how something will affect you or your status at the University then seek out someone that can help, it is your right as a student to be informed. The best decisions that students make are informed decisions.