



Fact Sheet Scholastic Standing Requirements at the Ernest Mario School of Pharmacy

Basic Requirements

At the end of each semester (Fall, Spring, and Summer), the academic standing of all students at the School of Pharmacy is reviewed in accordance with the standards set by the Faculty. These requirements and other academic policies are outlined in the Rutgers-New Brunswick Undergraduate Catalog. Grade point averages are calculated at the University based upon the definitions found on page 394 of the Undergraduate Catalog. Students need to familiarize themselves with these standards and methods.

- Rutgers University and the School of Pharmacy calculate grade point averages in the following manner:

A student's cumulative grade-point average is computed by multiplying the grade received in each course taken for credit (and to be included in the average) by the number of credits the course is worth. The grade points earned in all such courses are then added together and the sum divided by the total credits of those courses.

Grade (numerical equivalent) x Credits = Grade Points

$$\frac{\text{Total Grade Points}}{\text{Total Credit Hours}} = \text{Cumulative Grade-Point Average}$$

- Students who repeat course work will have both the **original** grade and the **new** grade counted in their cumulative GPA and their degree credits.

Pre-Professional Year Requirements

- There are two separate grade point averages that are considered in the Pre-Professional Years of the Program:

Overall Cumulative – the grade point average attained by multiplying the grade received in each course taken for credit by the number of credits the course is worth. The grade points earned in all such courses are then added together and the sum divided by the total credits of those courses.

Overall Term – the grade point average attained by multiplying the grade received in each course taken for the given term for credit by the number of credits the course is worth. The grade points earned in all such courses for the given semester are then added together and the sum divided by the total credits of those courses.

- Students admitted directly from high school semester need to attain a minimum cumulative and term grade point average of 2.8 **at the end of each semester**.

Professional Year Requirements

- Effective with the First Professional (Third) Year of the Program and beyond, there are two additional grade point averages that are considered in addition to the Pre-Professional GPAs:

Professional Cumulative – the grade point average attained by multiplying the grade received in each School 30 or 31 course taken for credit by the number of credits the course is worth. The grade points earned in all such courses are then added together and the sum divided by the total credits of those courses.

Professional Term – the grade point average attained by multiplying the grade received in each of the School 30 or 31 courses taken for the given term for credit by the number of credits the course is worth. The grade points earned in all such courses for the given semester are then added together and the sum divided by the total credits of those courses.

- Students entering the Professional Years of the program are expected to attain a minimum of 2.500 in each type of GPA that is reviewed. This review is conducted **at the end of each semester**.
- Students must be aware that a significant number of grades of "D" or "F" in professional courses may be grounds for dismissal even if a student's GPAs are above the minimum expected level.

Types of Scholastic Standing Action

The Scholastic Standing Committee at the School of Pharmacy has several actions they can recommend to the Faculty to take to address a student's standing at the School. These are listed below with a brief explanation of each:

- **Warning** – Students just above the cutoff for any of the GPA types may receive a warning alerting them to their current GPA in one of the given areas.
- **Probation**¹ – Students who may have a low GPA, or may otherwise be academically deficient in the completion of the curriculum may be placed on probation.
- **Probation, Repeat Year**¹ – Students who have attained a significant number of poor grades in core math, science, English, or Professional courses may be required to repeat a given year of the program.
- **Probation, Summer Session**¹ – Students who may have low GPAs at the end of either the first or second pre-professional year may be required to complete Summer Session coursework at the New Brunswick Campus of Rutgers University in order to significantly improve their GPA and enter the First Professional (Third) Year.
- **Suspension** – Students who have had a generally acceptable course of study, but have done poorly or failed a course during a given semester, especially in the professional years of the Program may be told to sit out a semester and return in the next semester when the course is offered.
- **Dismissal with Return**² – Students who have a GPA below the minimum requirement or who have significant deficiencies in core math, science, English, or Professional courses may be required to leave the School of Pharmacy and take coursework outside of the University System in order to gain readmission to the School.
- **Permanent Dismissal**² – Students who have a GPA significantly below the minimal acceptable standards, have received a significant number of poor or failing grades in core math, science, English, or Professional courses, or have already been dismissed once before may be permanently dismissed with no possibility of returning to the School of Pharmacy.

¹ Please review the fact sheet on Probation for additional information.

² Please review the fact sheet on Dismissals for additional information.

Other Information on Scholastic Standing

Temporary Grades

Temporary grades are evaluated by the Scholastic Standing Committee as the actual grade received. For example, a "TF" grade will be viewed as a grade of "F." Students who have received temporary grades on their record need to work with their professor to obtain a permanent grade as quickly as possible. In some cases, a temporary grade (T*) may have a significant impact on the Committee's decision. Therefore, it is important that temporary grades be addressed as soon as possible. Students need contact the Office of Academic Services concerning these changes.

Change of Grade

It is the responsibility of each student who receives a change of grade in a course that may affect his or her Scholastic Standing at the School of Pharmacy to notify the Office of Academic Services in the form of a Letter of Appeal of the decision rendered.

Changes of Grade must be resolved by the end of the semester immediately following the one in which the grade in question was received. For example, if a grade in a course from a Fall semester is being changed, that change must be completed by the end of the Spring semester.

Students who have pending Scholastic Standing decisions of "Probation, Repeat Year," "Dismissal with Return," or "Permanent Dismissal" must have the change of grade resolved no later than the end of the first week of classes of the following semester.

Letters of Appeal

Students who wish to appeal their Scholastic Standing Decision may do so by having a formal meeting with the Assistant Dean for Academic Services. At that time, a decision will be made as to the validity of the appeal. Appeals will only be considered if the form "Appeal of Scholastic Standing Decision" is submitted with the required supporting documentation.

Appeals forms and all supporting documentation must be submitted to the Office of Academic Services no later than one (1) week after the date of the letter notifying the student of the decision.

All documentation received is maintained in the student's file and kept personal and confidential under the Family Education Rights and Privacy Act of 1974.

Students are notified that dismissal lists are sent to student services divisions of the University once the initial decision has been rendered. If an appeal is filed and rejected, student service divisions of the University reserve the right to charge any applicable fees or expenses as outlined in their contracts signed by the student.

Further Questions on Academics

Answers to questions on academics may be found by calling the Office of Academic Services at (732) 445-2675. Other information may be found at the School of Pharmacy website. Point your browser to <http://pharmacy.rutgers.edu/> for further information.