

ADMINISTRATIVE DIVISION – ACADEMIC AFFAIRS
POLICY NUMBER – ACAF 7.20
POLICY TITLE – POLICY ON UNDERGRADUATE ENROLLMENT STANDARDS
SCOPE OF POLICY – USC UPSTATE
DATE OF REVISION – SEPTEMBER 22, 2025
RESPONSIBLE OFFICER – SENIOR VICE CHANCELLOR FOR ACADEMIC AFFAIRS
ADMINISTRATIVE OFFICE – OFFICE OF THE PROVOST

PURPOSE

This policy aims to ensure that each undergraduate admitted student receives the necessary support for timely degree progression, while also holding students accountable for their academic performance. This policy also aims to prevent and protect students from spending unnecessary time and potentially accumulating unnecessary debt while pursuing a degree.*

DEFINITIONS

Conditional Admission – Students who have not yet completed the required high school course work as outlined in the Academic Catalog for admission to college may be admitted with the provision that they fulfill any unmet requirements within the first 30 hours of their enrollment at USC Upstate.

Probationary Admission – FTIC students may be probationally admitted if their high school GPA is less than 2.5 on the 4.0 scale. Transfer students may be probationally admitted if their transfer GPA is less than 2.0. Exceptions will be considered for course work completed more than 5 years prior.

Probation: students who attempt at least 12 hours in a semester without earning a 2.0 GPA are placed on probation. Students not making satisfactory academic progress after two semesters on probation will be placed on 1st suspension.

Satisfactory Academic Progress (SAP): earning 67% of all credits attempted with a GPA of 2.0 or higher.

Readmission: Students who stop out for a major semester will need to apply to be readmitted to the institution.

POLICY STATEMENT ON ENROLLMENT STANDARDS

We believe it is our responsibility to provide academic supports to students who are probationally admitted because they do not meet our admissions requirements. Similarly, we hold students responsible to engage with all prescribed academic supports in order to make timely progress toward their degree. This policy is intended to reduce the number of semesters students spend at Upstate without making satisfactory progress toward a degree.

Readmission – Students who left the institution in unsatisfactory standing may be ineligible to return if their academic record since stopping out does not show satisfactory academic progress. Exceptions will be considered for course work completed more than 5 years prior.

Academic Probation – Students who do not make satisfactory academic progress will be required to sign a pledge agreeing to work with an Academic Life Coach or an Academic Advisor and to participate fully in all prescribed academic support interventions for the following two semesters.

PROCEDURES

Students Admitted on Probation

1. First Time in College students applying for admission with a high school GPA less than a 2.5 on a 4.0 scale may be admitted on probation if their entire academic record demonstrates that they have been successful in the past but extenuating circumstances contributed to an overall low GPA.
2. Transfer students applying for admission with less than a 2.0 transfer GPA may be admitted on probation if...
 - a. their last attempted course work is more than 3 years ago, or
 - b. their overall academic record demonstrates that they have been successful in the past but extenuating circumstances contributed to an overall low GPA.
3. Students may appeal to the Provost if their admission appeal is denied by Enrollment Services.
4. Enrollment Services will provide Academic Affairs with weekly lists of students admitted on probation. Students admitted on probation will receive the Probation Admit attribute in Banner and be required to sign the Student Success Pledge prior to being enrolled.
5. A Student Success staff member will meet with all students admitted on probation to determine appropriate interventions. Student Success will maintain a database of participation in all interventions and track student academic success. Academic progress will be assessed at week 3 and at midterm. Students showing signs of academic risk (i.e., early alert flags) will receive escalated interventions at week 3 and at midterm that may include required meetings with Academic Affairs/Student Success Leadership and may result in Student Success Holds being placed on accounts to prevent students from registering for the following semester. This hold may be removed by meeting with

Academic Affairs/Student Success Leadership to explain any extenuating circumstances that prevented participation in academic supports and participation in coursework.

6. After 1 Semester on Probation.
 - a. Students complying with all interventions and making satisfactory academic progress will continue to participate in academic supports for a second semester.
 - b. Students complying with all interventions but who do not make satisfactory academic progress will continue on a second semester of probation with academic supports in place.
 - c. Students not complying with all interventions who do not make satisfactory academic progress will have a Student Success Hold placed on their account and be dropped from classes. The hold may be removed by meeting with Academic Affairs/Student Success Leadership to explain any extenuating circumstances that prevented participation in academic supports and participation in coursework.
 - d. Students not complying with interventions but making satisfactory academic progress must meet with Student Success/Academic Affairs leadership to determine which supports will be required for the second semester on probation.
7. After 2 semesters on Probation
 - a. Students making satisfactory academic progress after two semesters of academic supports will transition away from Academic Life Coaching to professional advising supports.
 - b. Students not making satisfactory academic progress after two semesters of academic supports will be suspended.

RELATED UNIVERSITY, STATE, AND FEDERAL POLICIES

[Faculty Manual](#)

[Academic Catalog](#)

HISTORY OF REVISIONS

- September 22, 2025 – New policy approval