Academic Performance Agreement

Name: ____________________________________________ Date: ______________________

Because of my current academic standing, I have agreed to the following stipulations for the ________ Term, 20______.

My Signature: ______________________________________________________________

Advisor Signature: __________________________________________________________

In accordance with policies outlined in the Puget Sound Bulletin and Logger and the academic success information published on the Academic Advising homepage, I will: (Circle all that apply.)

1. **Enroll** for the following schedule (Puget Sound encourages a reduced academic load for students in academic difficulty):
   - Course: _____________________________________________________________
   - Units: ____
   - Repeat: ____
   - _________________________________________________________________
   - _________________________________________________________________
   - _________________________________________________________________
   - _________________________________________________________________
   
   (Note: Load may be less than 4 units, but 3 units is the full-time minimum.)
   
   Total = ____

2. **Limit** my employment and co-curricular commitments as follows:
   
   ______________________________________________________________________
   ______________________________________________________________________
   ______________________________________________________________________

3. **Meet** with my instructors regularly to be sure I understand and am meeting expectations in their courses.

4. **Seek** assistance in the following areas from the following resources:

<table>
<thead>
<tr>
<th>Service</th>
<th>Resource</th>
<th>(Check those to be used)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time Management</td>
<td>Center for Writing, Learning and Teaching</td>
<td>_____</td>
</tr>
<tr>
<td>Tutoring</td>
<td>Center for Writing, Learning and Teaching</td>
<td>_____</td>
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<tr>
<td>Writing</td>
<td>Center for Writing, Learning and Teaching</td>
<td>_____</td>
</tr>
<tr>
<td>Study Skills (e.g., note taking, reading)</td>
<td>Center for Writing, Learning and Teaching</td>
<td>_____</td>
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<tr>
<td>Learning Disability Services</td>
<td>Center for Writing, Learning and Teaching</td>
<td>_____</td>
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<tr>
<td>General Counseling</td>
<td>Counseling, Health and Wellness</td>
<td>_____</td>
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<tr>
<td>Health Consultation/Evaluation</td>
<td>Counseling, Health and Wellness</td>
<td>_____</td>
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<tr>
<td>Adjustment Issues</td>
<td>Counseling, Health and Wellness</td>
<td>_____</td>
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<tr>
<td>Student Life Planning</td>
<td>Dean of Students Office</td>
<td>_____</td>
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<tr>
<td>Academic Motivation/Direction</td>
<td>Academic Advising</td>
<td>_____</td>
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<tr>
<td>Career Direction</td>
<td>Career and Employment Services</td>
<td>_____</td>
</tr>
</tbody>
</table>

5. **Meet** with __________________________ (advisor) ___ times per _______ to review my academic progress.

6. **Arrange** to study in the library or ______________________, where I can give alert and undistracted attention to my work.

7. **Attend** my classes faithfully, missing no more than 3 sessions per class during the entire term.

8. **Schedule** at least 2 hours of study for every hour in class.

9. **Address** the following additional issues (if applicable):
   
   ______________________________________________________________________
   ______________________________________________________________________
   ______________________________________________________________________
   ______________________________________________________________________
   ______________________________________________________________________
   ______________________________________________________________________

Copies: White/Academic Advising; Canary/Advisor; Pink/Student

(5/06)
Policy on Academic Suspension and Dismissal

**Academic Suspension:** A student whose cumulative grade average is 2.00 or higher but whose term average is below 2.00 by one or more quality points receives an academic warning letter. Academic warning is not part of the student’s permanent academic record. A student subject to academic warning for two consecutive terms receives an academic suspension for the next term. Suspension is imposed whether or not the second term results place the student on academic probation; in such a case, both suspension and policy provisions outlined under “Academic Probation” in the Logger are applied. A student may petition for removal of suspension and continue the next term or readmission is granted at the end of that term if a reasonable plan for academic improvement is presented to the Academic Standards Committee. The petition for readmission must include an Academic Performance Agreement that has been completed with an academic advisor, or the Office of Academic Advising. Academic suspension does not become a part of the student’s permanent record (transcript).

**Academic Dismissal:** A student whose cumulative grade average is below 2.00 for the first term by any number of quality points is placed on academic probation. A student whose cumulative grade average remains below 2.00 by one or more quality points the second consecutive term is dismissed from the University.

- If the quality point deficiency is from 1.00 to 2.99, the student is dismissed for one term. The student may petition for immediate readmission. Readmission will be granted at the end of the term away if a petition containing a reasonable plan for academic improvement is presented to the Academic Standards Committee. The petition for readmission must include an Academic Performance Agreement that has been completed with an academic advisor, or the Office of Academic Advising.
- If the quality point deficiency is 3.00 or more, the student is dismissed for one year (two regular terms). The student may petition for readmission after one term away. Readmission will be granted at the end of the year away if a petition containing a reasonable plan for academic improvement is presented to the Academic Standards Committee. The petition for readmission must include an Academic Performance Agreement that has been completed with an academic advisor, or the Office of Academic Advising.

**Readmission Procedure**

1. Pick up a General Petition Form from the Office of the Registrar (Jones 13). Indicate on the petition form that you wish to petition for readmission to the University.

2. Write a personal statement of one to two pages in length outlining: a) the reasons for the academic difficulties that led to suspension or dismissal; b) steps you have taken while away to improve your chances for a successful return to Puget Sound; and c) a reasonable academic plan for a successful return to Puget Sound (including a schedule for the next two semesters). If you have previously completed an academic improvement plan, include a copy of that plan and an explanation of why that plan was unsuccessful.

3. Secure statements of support on the petition or in separate letters from your academic advisor and the Dean or Associate Dean of Students, or a counselor in the Office of Academic Advising. These statements of support should address your readiness for a successful return to classes at Puget Sound.

4. Complete this Performance Agreement with your advisor or a member of the Academic Advising counseling staff. Please note that the stipulations to which you agree on this form will be taken into account in both the decision about whether to readmit you and in the decision about whether to permit you to continue after you have returned to Puget Sound.

5. Return petition, personal statement, academic improvement plan (if available), letters of support, and performance agreement to the Office of the Registrar, where they will be gathered and submitted for review by the Academic Standards Committee.

5/06