

PROGRAM DISMISSAL FORM

ABOUT THIS FORM: Program dismissal applies to post-baccalaureate and graduate students who fail to meet the required program-specific standards/requirements (such as benchmarks, final projects, thesis, tests, etc.) as outlined by the academic program in which they are matriculated. If the academic program coordinators determine and can document that a student has failed to meet one or more of the program's established program-specific standards/requirements such that they are not able to progress in their post-bac or graduate-level program, the academic program coordinators have the right to propose program dismissal using this Program Dismissal Form.

Program Dismissal and Student Options

Program dismissal officially ends the student's matriculation at Rowan University. It is recorded in the student record but is not noted on the official Rowan transcript. Program dismissal is effective immediately and generally prohibits registration for any future term without re-application and admission. Registration for future terms will be dropped and the student will be made inactive in the system. Students who are dismissed by the program forfeit grants, fellowships, graduate assistantships, and/or scholarship aid that may be in effect at the time.

Program dismissal is possible even if the student still meets the Minimum Satisfactory Academic Progress for their academic policy category.

Revised 02/23/24

The Academic Advisor or Program Coordinator(s) confirms that:

<i>Student's Last Name</i>	<i>First Name</i>	<i>MI</i>	<i>Rowan ID Number</i>	<i>Program Code</i>

Has not met the following program-specific requirements (please check one or more boxes below and include/attach notes, explanations and any documentation):

- failure to successfully pass a benchmark/required testing
- failure to successfully complete a required field experience/practicum/internship/supervised placement
- inability to continue and/or return to a placement situation based upon the evaluation of the supervisor
- failure to successfully demonstrate appropriate student dispositions as outlined by the program's professional standards
- other: _____

Therefore, in accordance with program guidelines, it is requested that the student be dismissed from the program, **effective immediately.**

It is the student's responsibility to unenroll from courses at the time of dismissal, otherwise the program should indicate here based on the dismissal circumstances whether the student should be automatically dropped (tuition refunded, no transcript notation) or withdrawn (no refund, "W" noted on transcript) from all active enrollments.

REQUIRED SIGNATURES *(It is the Program's responsibility to obtain signatures - unsigned form will not be processed)*

1. _____
Program Coordinator/proxy
Printed Name
Date

2. _____
Department Chair/Head
Printed Name
Date

SUBMIT THIS COMPLETED FORM AND PROGRAM DISMISSAL LETTER FOR FINAL SIGNATURE AND PROCESSING TO: graduateschool@rowan.edu

Dean, School of Graduate Studies
Printed Name
Date

UPON RECEIPT OF THIS FORM: Rowan Global OASIS will record the decision. It is the Programs Responsibility to send the student a detailed letter of dismissal. Information on Program Dimissal Appeals can be found at <https://sites.rowan.edu/sgs/for-current-students/graduate-program-dismissal-guidelines.html>

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