

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 the Global Learning & Partnerships Program Dismissal Form.

Examples of situations in which a program may propose program dismissal include but are not limited to:

- 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

Program Dismissal and Student Options

Program dismissal officially ends the student's matriculation at Rowan University and prevents them from registering for future coursework (without re-application). It is recorded in the student record but, unlike university academic dismissal, it is not noted on the official Rowan transcript. Program dismissal is effective immediately and prohibits registration for any future term. Any registration for a future term 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 Global Learning & Partnerships minimum standards for Satisfactory Academic Progress.

Revised 11/15/16

The 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, consistent with University policy, and in accordance with program guidelines, it is requested that the student be dismissed from the program, effective immediately, as follows (check only one box below, which will be noted in the dismissal letter from Global Learning & Partnerships):

- Standard program dismissal:** student is not being recommended by the academic program for re-application to any program within the university as a whole. While the student is permitted to seek readmission through Global Learning & Partnerships after one academic year from the term in which he/she was dismissed, the student is discouraged from reapplying and approval of any new application would be made only in rare and compelling circumstances.
- Program dismissal with recommendation**, given with one of the following recommendations:
 - Student is advised to complete particular tasks (test prep, additional non-Rowan coursework, etc.) and is encouraged to reapply to the same academic program upon successful completion of these tasks. **The tasks as outlined by the academic program are listed below and will be included in the dismissal letter from** Global Learning & Partnerships: _____
 - Student is prohibited from reapplying to the same academic program but is permitted to reapply to a *different* academic program at Rowan University.

REQUIRED SIGNATURES *(This form will not be processed without signatures and it is the student's responsibility to obtain these.)*

1.		<i>Printed Name</i>	<i>Date</i>
	<i>Academic Advisor/Program Coordinator</i>		
2.		<i>Printed Name</i>	<i>Date</i>
	<i>Department Chair of Academic Program</i>		
3.		<i>Printed Name</i>	<i>Date</i>
	<i>Dean of Rowan Global (or designee)</i>		

PROCESS UPON RECEIPT OF THIS FORM: Global Learning & Partnerships will record the decision, mail and email the student to notify them of the program dismissal, including any details noted on this form, and will copy all involved parties.

SUBMIT TO: Global Learning & Partnerships, Academic & Student Services, globalstudent@rowan.edu

FOR OFFICE USE ONLY:

- SFAREGS
- SGASTDN
- SOAHOLD
- SPACMNT
- Letter
- Email