

**Attachment 2**  
**Proposed New Language for KSU Reinstatement Policy**  
**University Handbook, Section F103**  
**Approved by CAPP March 2018**  
**Approved by FS Academic Affairs on May 1, 2018**

**F103 Academic dismissal. Undergraduate students (excluding students in the College of Veterinary Medicine) are placed on academic dismissal or removed from it as follows:**

1. Credit hours used to determine the appropriate threshold will include transfer credit hours accepted, Kansas State University graded credit hours, and miscellaneous credit hours completed.
2. Credit hours used in calculating semester and cumulative grade point averages will include only Kansas State University graded credit hours. Grades for courses accepted in transfer from another institution will not be used in the grade point average calculation.
3. Students with a cumulative GPA of 1.0 or greater will not be dismissed until they have accumulated at least 20 semester credit hours as defined in 1) above. (Exception: A student who earns less than a 1.0 semester GPA in his or her first semester at Kansas State University will be dismissed.)
4. Students must be on academic warning the semester prior to dismissal. (Exception: A student who earns less than a 1.0 semester GPA in his or her first semester at K-State will be dismissed.)
5. Students will be academically dismissed if their Kansas State University cumulative GPA is below the following threshold values:

Total hours accumulated\*/Kansas State University GPA

20-29/1.50

30-45/1.75

46-60/1.80

61-75/1.85

76-90/1.90

91-105/1.95

greater than 105/2.00

\*Defined in Item 1 above

6. Students who earn a Kansas State University cumulative GPA, excluding transfer credit, of 2.200 or more on 12 or more graded hours (or the minimum grade point average established by the student's college, if higher) during the semester in question will not be dismissed.
7. Students who neglect their academic responsibilities may be dismissed at any time on recommendation of the academic dean.
8. Dismissed students will be readmitted only when approved for reinstatement by the Academic Standards Committee of the college the students are attempting to enter. Normally students must wait at least two semesters before being considered for reinstatement and are on academic warning at the time of readmission.

9. Students who have been dismissed or have had their registration withheld will receive a letter providing a contact person and information about reinstatement or registration procedures.

9-10. In such instances where an undergraduate student is dismissed from the university and is subsequently admitted into a Kansas State University graduate program, graduate program admission supersedes the need for a student to complete the undergraduate reinstatement process. Such students may be admitted to degree-seeking undergraduate programs without the consent of the Academic Standards Committee.

Readmission procedures for graduate students are described in the Graduate Handbook, [http://www.k-state.edu/grad/graduate\\_handbook/appendixc.html](http://www.k-state.edu/grad/graduate_handbook/appendixc.html).

**Rationale:** The College of Agriculture was interested in developing procedural language for the reinstatement process when an undergraduate has been dismissed from a KSU undergrad program, is admitted to a graduate program and then re-applies to an undergraduate program. We recognize this is a rare set of circumstances, but it is one we don't currently address with any procedural statements.

This addition will also be included in the undergraduate catalog and on the registrar's website where reinstatement policies are listed.