



INSTITUTIONAL POLICY: GP-08

Category:	Graduate Programs
Subject:	Academically-at-Risk
Effective Date:	January 29, 2026
Updated:	
Applicability:	Applies to all Graduate Students as of July 1, 2026

GP 08-1. Authority

W. Va. Code § 18B-1-6

GP 08-2. Purpose

Early identification of and appropriate intervention for students with potential academic problems is an important part of WVSOM's program. Such students will be classified as Academically-at-Risk Category 1 or Category 2.

GP 08-3. Academically-at-Risk Category 1 – Early Intervention

- 3.1 Students who fail two (2) course exams during a semester will be classified as Academically-at-Risk Category 1 and notified by the Associate Dean of Graduate Programs. This status is official notice that the student's performance requires attention and effort to avoid future academic difficulty.
- 3.2 In an effort to strengthen the performance of an Academically-at-Risk Category 1 student, that student may be required to meet with the Associate Dean of Graduate Programs, their academic advisor, and/or course director(s) to discuss the potential for and consequences of course failure. In addition, the student may be required to meet with a WVSOM academic learning specialist for assessment and counseling.
- 3.3 When a student classified as Academically-at-Risk Category 1 successfully passes the course(s) in which the two (2) exams were failed, the student will no longer be designated as at risk. The student's at-risk classification will not become part of the student's permanent record.

GP 08-4. Academically-at-Risk Category 2

- 4.1 Students who fail three (3) or more course exams during a semester, fail a course, receive more than one (1) Reassessment (R) grade in an academic year, or are classified as Academically-at-Risk Category 1 more than twice in an academic year will require additional attention and will be classified as Academically-at-Risk Category 2.

- 4.2 Following notification by the Registrar or appropriate associate dean that a student has met the criteria in Section 4.1 above, the Vice President of Academic Affairs and Dean will classify a student as Academically-at-Risk Category 2 and notify the student citing the reason(s) for the classification.
- 4.3 Once classified as Academically-at-Risk Category 2, a student:
 - 4.3.1 Must comply with a written learning plan designed by the Associate Dean for Graduate Programs in consultation with course directors or ASPIRE;
 - 4.3.2 Cannot hold elected or appointed student office at any level and must resign such office upon being notified of being classified Academically-at-Risk Category 2; and
 - 4.3.3 Will not receive funds or approval for participation in activities outside of the school until Academically-at-Risk Category 2 status has been removed.
- 4.4 A student shall remain classified as Academically-at-Risk until such time as the Registrar notifies the Associate Dean of Graduate Programs that the student has successfully passed the course(s). At that time, the student's classification as Academically-at-Risk Category 2 shall be removed by the Associate Dean of Graduate Programs and the student will be notified. The student's at-risk classification will not become part of the student's permanent record.

GP 08-5. Notifications

All notifications required by this policy shall be communicated to the student by e-mail to the student's WVSOM e-mail address. It is the responsibility of the student to check his or her WVSOM e-mail account in a timely manner (at least every 2 business days). Failure to receive correspondence due to noncompliance with the above is the responsibility of the student.