Academic and Professional Standards

In this section:
- Academic Rights (p. 1)
- Application of Policy to Students (p. 1)
- Academic Requirements & Consequences of Failure to Meet Requirements (p. 1)
- Appeals (p. 2)

Academic Rights, Penalties, and Appeal Procedures

A student, by voluntarily accepting admission to West Virginia University or enrolling in a class or course of study offered by West Virginia University, accepts the academic requirements and criteria of the institution. It is the student’s responsibility to fulfill coursework and degree or certificate requirements and to know and meet criteria for satisfactory academic progress and completion of the program.

Any question of interpretation regarding Student Rights and Responsibilities shall be referred to the Provost and Vice President of Academic Affairs or his or her designee or the Chancellor/Vice President for Health Sciences or his or her designee (Associate Provost for Undergraduate or Graduate Academic Affairs) for final determination. The Flowchart of Appeals for Academic Penalties may be found on the Office of Student Conduct (http://campuslife.wvu.edu/office_of_student_conduct) website.

Any behaviors not academic in nature but related to student conduct should be referred to the Campus Student Code as stipulated in Board of Governors Policy 31.

Academic Rights

Each student at West Virginia University shall have the following academic rights:

1. Right to have his/her performance evaluated solely upon performance in the coursework as measured against academic standards. The student shall not be evaluated prejudicially, capriciously, or arbitrarily. The student shall not be graded, nor shall his/her performance be evaluated, on the basis of his/her race, age, disability, veteran status, religion, sexual orientation, color, national origin, or other protected status.

2. Right to appeal any academic penalty or sanction.

3. Right to access a copy of the college or University catalog or program brochure in which all current program requirements and standards are described (e.g. required courses, total credit requirements, time in residence requirements, special programs requirements, minimum Grade Point Average, probation standards, professional standards, etc.).

4. Right to receive course syllabi with descriptions of content and requirements for any course in which they are enrolled (e.g., attendance expectations, special requirements, laboratory requirements including time, field trips and costs, grading standards and procedures, professional standards, etc.).

5. Right to assigned grades issued from the instructor of each course to students enrolled in the course consistent with the academic rights set out in the preceding sections.

APPLICATION OF POLICY TO STUDENTS

Students are expected to adhere to academic requirements and standards in all academic settings, classrooms, laboratories, clinics, and at any other activities that are part of academic requirements. Students who fail to meet the academic requirements or standards, including those for academic dishonesty, may be subject to one or more of the penalties described below.

Academic Requirements & Consequences of Failure to Meet Requirements

Normally students may finish a program of study according to the requirements under which they were admitted to the program. However, requirements are subject to change at any time with reasonable notice provided to students.

A student at West Virginia University who fails to meet academic requirements or standards, including those for academic honesty, will be subject to one or more of the following academic penalties:

1. A lower final grade, including failure of a course. A lower grade or failure of the course can be imposed by the instructor. The course instructor can recommend the grade of unforgivable failure (UF); the UF penalty can only be imposed by the dean of the college or school offering the course upon recommendation from the instructor. See also the section on Academic Dishonesty in this section of the catalog concerning the grade of UF.

2. Exclusion from further participation in class (including laboratories or clinical experiences). Exclusion of a student from further participation in class requires that the instructor of the course consult with the Dean of the School or College offering the course and either the Associate Provost for Undergraduate Academic Affairs, the Associate Provost for Graduate Academic Affairs, or the Associate Vice President for Academic Affairs in Health Sciences, depending on the level and unit offering the course.
Academic and Professional Standards

3. Failure of a program requirement or failure to meet academic standards. Program requirements must be described in the catalog or program
description. Program requirements may include such items as passing a qualifying exam, maintaining progress on research, or meeting professional
standards of conduct. Failure of a program requirement must be communicated to the student in writing, typically by their program director or chair of
the committee that assesses the program requirement.

4. Academic probation or suspension at the program, college, or school level for failure to meet program requirements and academic standards, or
at the university level for failure to meet grade point average standards. Students placed on probation or suspension shall be notified in writing,
including the reason for the probation or suspension, the length of the probation or suspension, and the requirements for removing or continuing
the probation or suspension. More information concerning probation and suspension of undergraduate students at the university level (http://
catalog.wvu.edu/undergraduate/coursecreditstermsclassification/#probationsuspensiontext) is available in the Academic Standards section of
undergraduate catalog. More information about probation and suspension of graduate students at the program, college, or school level (p. 6) is
in the Academic Standards section of the graduate catalog.

5. Dismissal from a program, college, school, or the university. Dismissal is defined as termination of student status, including any right or privilege
to receive some benefit or recognition or certification. “A student may be academically dismissed from any program and remain eligible to enroll
in courses in other programs at the institution, or a student may be academically dismissed from the institution and not remain eligible to enroll in
other courses or program at the institution” (BOG Policy 15, page 3). Dismissal from a program, college, or school at the graduate level must be
communicated to the Associate Provost for Graduate Academic Affairs or to the Health Sciences Associate Vice President for Academic Affairs.
The Associate Provost or Associate Vice President submits a request to the Office of the University Registrar to change the student’s status to
non-degree. Dismissal from the university (expulsion) requires consultation and approval from the student’s dean, the Associate Vice President for
Academic Affairs (Health Sciences students only), and the Provost’s Office.

Appeals

Students may appeal any academic penalty or sanction described above and imposed by an instructor, the institution, or its constituent academic units
through the procedures described in this section of the catalog with the following exceptions:

- Probation and suspension imposed by the university upon undergraduate students for failure to maintain minimum university academic requirements
  (GPA) may not be appealed through the process described in this section of the catalog. University probation based on GPA may not be appealed.
  University suspension of undergraduate students based on GPA may be appealed as described in the Academic Standards section of the
  undergraduate catalog (http://catalog.wvu.edu/undergraduate/coursecreditstermsclassification/#probationsuspensiontext).
- Academic penalties imposed as a result of the academic dishonesty procedures described in this catalog in the section entitled “Academic
  Dishonesty” may not be appealed through this process.
- Probation, suspension, or expulsion from the university imposed by the Office of Student Conduct may not be appealed through this process.

Appeals may include but are not limited to:

- Appeals of final grade penalty, including the grade of unforgivable failure (UF) if determined by a violation other than academic dishonesty. Grades
  for individual course assignments cannot be appealed except in the context of a final grade appeal. Students have the right to appeal final course
  grades which they believe reflect a capricious, arbitrary, or prejudiced academic evaluation, or reflect discrimination based on race, sex, age,
  handicap, veteran status, religion or creed, sexual orientation, color, or national origin. The grade appealed shall remain in effect until the appeal
  procedure is completed or the problem resolved.
- Appeals of exclusion from class.
- Appeals of failure of academic program requirements.
- Appeals of imposition of academic probation.
- Appeals of imposition of academic suspension.
- Appeals of dismissal from undergraduate, graduate, or professional degree programs.
- Appeals of dismissal from the institution.

The school or college dean is the final level of appeal for final grade penalties or exclusion from class. The school or college dean (main campus) or
the Associate Vice President for Academic Affairs (Health Sciences) is the final level of appeal for academic probation or suspension from a program,
school, or college. The Office of the Provost is the final level of appeal for dismissal from the program or university.

University administrators named below may designate an appropriate other administrator (designee) or committee to review and make decisions about
appeals.

APPEAL PROCEDURES FOR ACADEMIC PENALTIES EXCLUDING APPEAL OF ACADEMIC
DISHONESTY

LEVEL 1: INFORMAL APPEAL

1. If a student is dissatisfied with a posted grade or written notice of exclusion from class, the student meets informally with the course instructor within
20 business days of the posting or delivery of the written notice to determine if the issue can be resolved.
2. If a student is dissatisfied with a written notice of failure of a program requirement, or probation, suspension, or dismissal from a program, the student meets informally with the program director or chair of the committee that imposed the penalty within 20 business days of delivery of the written notice to determine if the issue can be resolved.

3. If the course instructor, program director, or committee chair is not available, or the nature of the complaint makes the discussion with that individual uncomfortable, the student may proceed to Level 2 within 10 business days after contacting the individual.

4. The course instructor, program director, or committee chair reviews the evidence provided by the student, makes a decision to uphold or overturn the penalty, and informs the student within 5 business days following the meeting with the student.

5. If the student is dissatisfied with the decision or outcome from the meeting with the instructor, program director, or committee chair, the student must file a formal appeal (Level 2). If the student is satisfied with the outcome or penalty, the case is closed.

**LEVEL 2: FORMAL APPEAL TO DEPARTMENT CHAIR OR SCHOOL DEAN**

1. Within 5 business days of the decision at Level 1, or within 30 days of the final grade posting or delivery of written notice of the academic penalty, the student formally appeals in writing to the chair of the course instructor’s department for appeals of a final grade or class exclusion, or to the chair of the department (main campus) or the dean of the school (Health Sciences) that houses the student’s program for appeals of failure of a program requirement, or probation, suspension, or dismissal from a program. In this appeal, the student must provide all documentation and evidence forming the basis of the appeal. When a student appeals a final grade, the course instructor must provide all criteria for determining grades to the department chair.

2. The department chair or school dean reviews the appeal, makes a decision to uphold or rescind the penalty, and informs the student and instructor or program director/committee chair of the decision within 5 business days of receipt of the written appeal.

3. If the appeal is resolved, the case is closed. If the student is dissatisfied, the student may proceed to Level 3.

**LEVEL 3: FORMAL APPEAL TO THE DEAN OR THE ASSOCIATE VICE PRESIDENT FOR ACADEMIC AFFAIRS IN HEALTH SCIENCES**

1. Within 5 business days of the decision at Level 2, the student formally appeals in writing to the college dean (all appeals for main campus), the school dean (for final grade or class exclusion appeals in Health Sciences), or the Associate Vice President for Academic Affairs in Health Sciences (for failure of a program requirement, or probation, suspension, or dismissal from a program).

2. The dean or Associate Vice President reviews the case, makes a final decision, and informs the student and individuals or committees involved with the Level 2 appeal in writing within 10 business days. In the case of a grade appeal, the dean may choose to appoint an ad hoc representative committee that consists of three or more faculty members, including at least one member from outside of the instructor’s department to make a recommendation to the dean concerning the appeal.

3. If the appeal concerns a final grade, exclusion from class, failure of a program requirement, or program probation or suspension, the case is closed. If the appeal concerns program, college/school, or university dismissal, the student may proceed to Level 4.

**LEVEL 4: FORMAL APPEAL OF DISMISSAL TO THE OFFICE OF THE PROVOST**

1. The student formally appeals in writing to the Associate Provost for Undergraduate Academic Affairs or the Associate Provost for Graduate Academic Affairs, as appropriate, within 5 business days of receiving the decision at Level 3. The student will be required to supply all prior documentation and any additional evidence available concerning the case and to clearly state the grounds for the appeal.

2. The Associate Provost reviews the case, makes a final decision, and informs the student and individuals or committees involved with the Level 3 appeal in writing within 30 days of receipt of the appeal, except where adherence to such time period would be impracticable, in which case such time period shall be extended as warranted by particular circumstances.

In this section:

- Academic Integrity and Dishonesty (p. 3)
- Academic Dishonesty Defined (p. 3)
- Penalties for Academic Dishonesty (p. 4)
- Procedures for Academic Dishonesty (p. 4)

**Academic Integrity and Dishonesty**

Students of West Virginia University are citizens of a broader academic community. As such, the University expects that every member of its academic community share its historic and traditional commitment to honesty, integrity, and the search for truth. To meet these standards, academic dishonesty will not be tolerated.

**Academic Dishonesty Defined**

The term “academic dishonesty” means plagiarism; cheating and dishonest practices in connection with examinations, papers, and/or projects; and forgery, misrepresentation, or fraud as it relates to academic or educational matters.
1. The term “plagiarism” means the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment, including, but not limited to, the unacknowledged use of materials prepared by another individual engaged in the selling of term papers or other academic materials.

2. The terms “cheating and dishonest practices in connection with examinations, papers, and/or projects” means (i) giving or receiving of any unauthorized assistance in taking quizzes, tests, examinations, or any other assignment for a grade; (ii) depending upon the aid of sources beyond those authorized by the instructor in quizzes, tests, examinations, writing papers, preparing reports, solving problems, or carrying out other assignments; (iii) the acquisition or use, without permission, of tests or other academic material belonging to a member of the University faculty or staff; or (iv) engaging in any behavior specifically prohibited by a faculty member in the course syllabus or class discussion.

3. The terms “forgery, misrepresentation, or fraud as it relates to academic or educational matters” means (i) wrongfully altering, or causing to be altered, the record of any grade or other educational record; (ii) use of University documents or instruments of identification with the intent to defraud; (iii) presenting false data or information or intentionally misrepresenting one’s records for admission, registration, or withdrawal from the University or from a University course; (iv) knowingly presenting false data or information or intentionally misrepresenting one’s records for personal gain; (v) knowingly furnishing the results of research projects or experiments for the inclusion in another’s work without proper citation; or (vi) knowingly furnishing false statements in any University academic proceeding.

Penalties for Academic Dishonesty

Cases of academic dishonesty shall be concurrently subject to academic penalties listed in WVU Board of Governors Policy 15 (http://bog.wvu.edu/r/download/158325) and the disciplinary penalties in Policy 31 (http://bog.wvu.edu/r/download/158326).

ACADEMIC PENALTIES FOR A CHARGE OF ACADEMIC DISHONESTY

The instructor may impose the following academic penalties:

- A lower grade or failing project/paper/test grade
- A lower final grade
- Failure of the course

In addition to the above penalties, the instructor may also recommend to the department chair and college dean penalties the college dean may impose.

The college dean may impose the following academic penalties:

- Exclusion from further participation in class (including laboratories or clinical experiences)
- Grade of unforgivable failure (UF)
- Exclusion from an academic program*
- Academic probation within a program*
- Academic dismissal from a program*

*These sanctions may be enforced if the academic dishonesty occurs in a course in the student's major college.

DISCIPLINARY PENALTIES

Disciplinary penalties may include the following:

- Expulsion: Permanent separation of the student from the University. Permanent notification will appear on the student’s transcript.
- Suspension: Separation of the student from the University for a specified period of time. Permanent notification will appear on the student’s transcript.
- Probation: A written reprimand for prohibited conduct that specifies a designated probationary period of time and includes the probability of more severe disciplinary sanctions if he/she commits academic dishonesty.

Procedures for Academic Dishonesty - Academic Remedies and Referral to the Office of Student Conduct

Upon identification of an allegation of academic dishonesty, and/or to begin the process of issuing a penalty, the following steps must be followed:

STEP 1: DISCOVERY LEVEL

1. A faculty member or course instructor notifies the student in writing of the academic dishonesty charge and impending sanctions within five (5) business days of discovering the infraction.
2. The student schedules a meeting with the faculty member or course instructor to discuss the academic dishonesty charge and to review all relevant materials.
3. If the faculty member or course instructor determines that the academic dishonesty charge is supported, the faculty member or instructor will complete the Academic Dishonesty Form (ADF) found on the Office of Provost’s website and will advise the student of the academic sanction to be imposed. The academic sanction must be limited to classroom resolutions, including but not limited to change in assignment or test grade, repeating
or revising the assignment, make-up testing, change in course grade, up to an F or other classroom resolutions within the discretion of the instructor.
If the sanction is an unforgivable failure (UF) or program dismissal, the faculty member or course instructor shall recommend that the college dean or designee impose the UF or program dismissal. The college dean or designee shall determine whether the penalty is commensurate with the charge.
4. If the faculty member or course instructor determines in his or her judgment that the academic dishonesty rises to a level of significance warranting potential suspension or dismissal from the institution (expulsion), the faculty member or course instructor must first consult with his or her dean or dean’s designee. The college dean or designee shall determine if the charge warrants potential suspension or expulsion. If the college dean agrees with the instructor’s determination, the matter shall be referred to the Office of Student Conduct which shall undertake student disciplinary proceedings consistent with WVU BOG Policy 31 and the Campus Student Code. If the matter is referred to the Office of Student Conduct, all proceedings under this Academic Dishonesty Procedure will be stayed until the conclusion of the Student Conduct Proceedings. If the disciplinary proceedings under the Campus Student Code result in a finding that the student is not responsible as charged, the case is closed and no further academic dishonesty proceedings may occur. If, however, the student is found responsible under the Campus Student Code and all appeals under that procedure have been either exhausted or waived, in addition to the disciplinary sanctions imposed under the Campus Student Code, the matter will also be referred back to this academic dishonesty process, which shall recommence at the juncture at which the process was previously discontinued (instructor, chair, dean, or provost’s level) when referred to the Office of Student Conduct for imposition of academic dishonesty sanctions only, consistent with the finding of responsibility under the Campus Student Code. Once a finding of responsibility has been determined under the Campus Student Code, the jurisdiction of the Academic Dishonesty Procedure shall be limited to imposing academic sanctions alone (under Policy 15), and no further evaluation of responsibility may be undertaken.
5. The faculty member or course instructor completes the Academic Dishonesty Form (http://studentlife.wvu.edu/r/download/99267) found on the Office of the Provost website (http://provost.wvu.edu). The student must sign and date the Academic Dishonesty Form and indicate whether he/she accepts or rejects responsibility for both the charge and the sanction; or in the case of a matter already adjudicated under the Campus Student Code, the student may reject only the academic sanctions imposed subsequent to the finding of the Student Conduct Board. The faculty member or course instructor sends signed copies to the department chair or designee, college or school dean or designee, and the Office of Student Conduct.
6. If the student accepts both the academic dishonesty charge and the sanction, the case is closed and the academic sanction is imposed.
7. If the faculty member or course instructor determines in his or her judgment that the academic dishonesty rises to a level of significance warranting potential suspension or dismissal from the institution (expulsion), the faculty member or course instructor must first consult with his or her dean or dean’s designee. The college dean or designee shall determine if the charge warrants potential suspension or expulsion. If the college dean agrees with the instructor’s determination, the matter shall be referred to the Office of Student Conduct which shall undertake student disciplinary proceedings consistent with WVU BOG Policy 31 and the Campus Student Code. If the matter is referred to the Office of Student Conduct, all proceedings under this Academic Dishonesty Procedure will be stayed until the conclusion of the Student Conduct Proceedings. If the disciplinary proceedings under the Campus Student Code result in a finding that the student is not responsible as charged, the case is closed and no further academic dishonesty proceedings may occur. If, however, the student is found responsible under the Campus Student Code and all appeals under that procedure have been either exhausted or waived, in addition to the disciplinary sanctions imposed under the Campus Student Code, the matter will also be referred back to this academic dishonesty process, which shall recommence at the juncture at which the process was previously discontinued (instructor, chair, dean, or provost’s level) when referred to the Office of Student Conduct for imposition of academic dishonesty sanctions only, consistent with the finding of responsibility under the Campus Student Code. Once a finding of responsibility has been determined under the Campus Student Code, the jurisdiction of the Academic Dishonesty Procedure shall be limited to imposing academic sanctions alone (under Policy 15), and no further evaluation of responsibility may be undertaken.
6. If the student accepts both the academic dishonesty charge and the sanction, the case is closed and the academic sanction is imposed.
7. If the student does not accept the academic dishonesty charge and/or sanction, he or she may appeal to the department chair (or equivalent).
8. If the student does not accept the academic dishonesty charge and/or sanction, he or she may appeal to the department chair (or equivalent), the student shall be allowed to attend and participate in class until the case is determined.
9. If the student does not accept the academic dishonesty charge and/or sanction, he or she may appeal to the department chair (or equivalent), the student shall be allowed to attend and participate in class until the case is determined.

**STEP 2: DEPARTMENT CHAIR LEVEL**

*The Health Science Center may forward the appeal to the Academic and Professional Standards Committee.*

1. If the student does not accept the faculty member or course instructor’s determination of academic dishonesty and/or sanction, the student may appeal the faculty member or course instructor’s decision in writing, providing the completed Academic Dishonesty form and supporting documents to the department chair (or equivalent) within five (5) business days of the student’s receipt of the course instructor’s decision as documented on the Academic Dishonesty Form.
2. The department chair (or equivalent) meets with the student and the instructor independently. The chair (or equivalent) assesses all evidence and makes a final determination, notifies the student within ten (10) business days by email or certified mail, and completes the next section of the Academic Dishonesty Form. If the recommended sanction is an unforgivable failure (UF) or program dismissal, the chair (or equivalent) in consultation with the college dean or designee shall determine whether the penalty is commensurate with the charge. Copies of the signed Academic Dishonesty Form shall be distributed to the student, instructor, the college dean, and the Office of Student Conduct.
3. If the student accepts both the academic dishonesty charge and the sanction, the case is closed and the academic sanction is imposed.
4. If the department chair (or equivalent) determines in his or her judgment that the academic dishonesty rises to a level of significance warranting potential suspension, or expulsion from the University, and the case has not otherwise already been referred to the Office of Student Conduct, the department chair (or equivalent) must first consult with his or her dean or deans designee. The college dean or designee shall determine if the charge warrants potential suspension or expulsion. If the college dean agrees with the chair’s determination, the matter shall be referred to the Office of Student Conduct which shall undertake student disciplinary proceedings consistent with WVU BOG Policy 31 and the Campus Student Code.
5. If the student does not accept the academic dishonesty charge and/or sanction, he or she may appeal to the college dean.

**STEP 3: THE COLLEGE DEAN LEVEL**

1. If the student does not accept the department chair’s (or equivalent’s) determination of academic dishonesty and/or sanction, the student may appeal the chair’s (or equivalent’s) decision in writing, providing supporting documents to the college or school dean or designee within five (5) business days of the student’s receipt of the chair’s (or equivalent’s) decision as documented on the Academic Dishonesty Form.
2. Within five (5) business days, the dean convenes/appoints a Student Academic Hearing Committee (SAHC), to be comprised of at least three faculty members determined within the discretion of the dean. One of the members should be from outside the student’s program.
3. The SAHC meets with the student and the instructor independently and reviews all evidence. The SAHC makes recommendations to the dean within ten (10) business days.
4. The dean or designee reviews the SAHC’s recommendations and may accept the SAHC’s recommendations in whole or in part, or may exercise his or her sole discretion in making a final decision. The dean or designee shall notify the student within ten (10) business days of receipt of the SAHC recommendations by email or certified mail, and complete the next section of the Academic Dishonesty Form. Copies of the Academic Dishonesty Form shall be distributed to the student, instructor, chair, and Office of Student Conduct.

5. If the dean or designee determines in his or her judgment that the academic dishonesty rises to a level of significance warranting potential suspension, program dismissal, or expulsion, and the case has not otherwise already been referred to the Office of Student Conduct, the dean shall refer the matter to the Office of Student Conduct which shall undertake student disciplinary proceedings consistent with WVU BOG Policy 31 and the Campus Student Code.

6. If the student does not accept the academic dishonesty charge and/or sanction, he or she may appeal to the Office of the Provost.

**STEP 4: OFFICE OF THE PROVOST (UNIVERSITY LEVEL)**

1. If the student does not accept the dean or designee’s determination of academic dishonesty and/or sanction, the student may appeal the dean’s decision in writing, providing supporting documents and explaining the basis of the appeal to the Office of the Provost within five (5) business days of the student’s receipt of the dean or designee’s decision as documented on the Academic Dishonesty Form.

2. The Provost or Provost’s designee shall review all evidence and make a final determination on the matter. The Provost or Provost’s designee shall notify the student within ten (10) business days by email or certified mail of the decision and complete the Academic Dishonesty Form. Copies of the Academic Dishonesty Form shall be distributed to student, instructor, chair (or equivalent), dean, and Office of Student Conduct.

3. If the Provost or Provost’s designee determines in his or her judgment that the academic dishonesty rises to a level of significance warranting potential suspension, or expulsion, and the case has not otherwise already been referred to the Office of Student Conduct, the Provost or Provost’s designee shall refer the matter to the Office of Student Conduct which shall undertake student disciplinary proceedings consistent with WVU BOG Policy 31 and the Campus Student Code.

All subsequent levels of this procedure are subject to the provisions regarding reference to the Office of Student Conduct, as described in Step 1, paragraphs 4 and 5.

**In this section:**

- Probation (p. 6)
- Suspension and Dismissal
- Reinstatement After Suspension
- Appeal of Suspension or Dismissal

**Probation**

Graduate students may be placed on probation by the dean of their college or school by failing to maintain acceptable grades in their courses or in their performance in other areas such as research progress or professional behavior. Graduate students with a cumulative grade point average (GPA) below 2.75 may be subject to probation by the dean of their college or school. Individual academic units may designate a higher GPA or other academic standards required for students to remain in good standing.

Probation, which is not recorded on a student’s permanent record, constitutes a warning to the student that standards are not being met. A letter of probation delivered by the graduate program to the student must outline the reason for the sanction as well as delineate academic or other benchmarks for the student to attain in order to have the probation sanction removed. Students may request review of the sanction of probation by the academic official who imposed it at any point in a semester. At the conclusion of the semester in which a student was placed on probation, the academic program shall review the academic record and performance of the student. If the stipulations set forth in the letter of probation have been met, the student is removed from probation. If the stipulations have not been met, student standing is reassessed by the program and the student may continue on probation or be suspended or dismissed by the academic unit.

**Suspension and Dismissal**

Students failing to maintain satisfactory academic standing, progress toward their degree, or professional behavior as delineated by the letter of probation may be suspended or dismissed from their degree program. Suspension or dismissal from a program normally follows a sanction of probation in cases where students have been counseled regarding academic stipulations and fail to attain those stipulations. Typically, students are suspended or dismissed from a program at the end of an academic term and are notified formally by the department and/or the dean of the college/school of suspension or dismissal from their program. However, students can be suspended or dismissed from their program without a prior probation period in the case of serious violations of academic or professional standards, with approval of the school or college dean and the Associate Provost for Graduate Academic Affairs. If the program recommends dismissal from the University the case is referred to the Office of Student Conduct and Student Conduct processes apply.

Suspension from a program means that a student will not be permitted to register for classes offered by the program or participate in other program activities until the student has been officially reinstated. The normal period of suspension is a minimum of one academic semester but will not exceed one calendar year. A student who has been suspended for academic deficiencies and who takes courses at other institutions during the period of suspension cannot automatically transfer such credit toward a degree at WVU upon readmission. Students are not eligible for readmission if they earn
lower than a 2.75 at other institutions while on suspension from WVU. After one semester of satisfactory performance at WVU, and on request of the student’s program, the appropriate transfer credit will be entered into the student’s record.

Dismissal from a program can result from repeated failure to make academic progress, failure to meet probationary terms set forth in writing by the student’s program, violations of written standards provided by the student’s program, or serious violations of professional standards. A student who is dismissed from a program will not be permitted to register for classes offered by the program or participate in other program activities. A student who is dismissed from the University will not be permitted to register for any classes offered by the University for academic credit. After five calendar years from the effective date of dismissal, any student who has been dismissed shall, upon written application, be considered for reinstatement to the University with the terms of reinstatement to be established by the college or school willing to reinstate the student. Failure to meet these terms will result in permanent academic dismissal.

Reinstatement After Suspension
During the semester immediately following the effective date of suspension, suspended students may petition in writing for reinstatement. The college or school petitioned shall establish the terms of reinstatement for successful student petitions. After one calendar year from the effective date of suspension, any student who has been suspended once shall, upon written application, be reinstated to the University and to the college or school in which the student was previously enrolled, unless the student petitions for admission to another college or school. A suspended student who is reinstated under the provisions above will be placed on academic probation. Each college or school shall have the right to establish requirements or performance expectations. After the second or any subsequent suspension, a student may be reinstated to the University provided that a college or school agrees to reinstate the student. After a student has been reinstated, he or she must apply for readmission through the Office of Admissions.

Appeal of Suspension or Dismissal
See the Academic Rights, Penalties, and Appeal information in the Academic and Professional Standards section.

Research Integrity
Integrity in research and scholarship is an obligation of all who engage in the acquisition, application, and dissemination of knowledge. Research and scholarly work by West Virginia University faculty, staff, and students is governed by a number of federal, state, and institutional policies. Information on policies and procedures, guidelines, educational programs, and monitoring and accountability in these areas is provided at oric.research.wvu.edu.

Any graduate student who conducts research using animals must have a protocol approved by the Animal Care and Use Committee before starting the research. Information and procedures are available at oric.research.wvu.edu/animal.

Any graduate student who conducts research involving human subjects must have the approval of the Institutional Review Board for the Protection of Human Subjects before starting the research. Information and procedures are available at oric.research.wvu.edu/human-research-protections-program-and-the-irb.

All members of the University community are obligated to report observed, suspected, or apparent misconduct in research. Reports should be made to the University’s research integrity officer through the link to Online Research Problem Reporting at oric.research.wvu.edu.

Intellectual Property
The Office of Technology Transfer is responsible for the protection and commercialization of intellectual property for all WVU organizations. Faculty members and other researchers, including graduate students, are the primary source of intellectual property, either through the invention of new products or processes, or through know-how and expertise in certain fields. Intellectual property can be protected through patents, copyrights, trademarks, and trade secrets. Commercialization occurs primarily through licenses of patents and/or know-how to existing companies, and, in some cases, through the creation of a joint venture or even a start-up company. Policies, forms, and other useful information about intellectual property and technology transfer activities at WVU is available at techtransfer.research.wvu.edu.