

## GRADE POINT DEFICIENCY WORKSHEET INSTRUCTIONS\*

This worksheet is designed to show you how G.P.A. deficiency points are determined. This information can help you recognize what you need to do to correct a deficient status (Warning, Probation, Suspension.) Used at mid-semester, it can help you make a reasonable estimate of your progress and give you concrete goals to work toward to achieve your desired G.P.A. More detailed information about deficient status grade points can be found in the UNI Catalog, page 58.

Step 1: On the back of this sheet, list all of your courses for the semester, the number of credit hours for each course, and the grade you received. (If the semester isn't over and you don't know your letter grade, talk with your instructor or make a realistic estimate.) Use the following information to determine the "points" for each grade, and enter that in the Grade (Points) column:

A = 4 points	C = 2 points
A- = 3.67 points	C- = 1.67 points
B+ = 3.33 points	D+ = 1.33 points
B = 3 points	D = 1 point
B- = 2.67 points	D- = 0.67 points
C+ = 2.33 points	F = 0 points

Step 2: Multiple the number of credit hours for each course by the grade points. For example, for 3-credit course in which you received an A (4 points), you would multiple 3 x 4 and enter 12 in the points earned column. Do this for every course.

Step 3: Add all the points earned for each course and enter the total at the bottom of the column.

Step 4: Add all the credit hours you are taking for the semester, then multiply that number by 2.00. This will tell you the number of points needed to maintain a 2.00 GPA and remain in good academic standing.

Step 5: Subtract points needed from the total of the points earned column. If a negative number results, this is the number of points you are deficient. The University categorizes deficiency this way:

**For students who have attempted 29 or fewer graded credit hours:**

1-5.99 points deficient	-	Warning
6-13.99 points deficient	-	Probation
14 or more points deficient	-	Suspension

**For students who have attempted 30 – 59 graded credit hours:**

1-5.99 points deficient	-	Warning
6-11.99 points deficient	-	Probation
12 or more points deficient	-	Suspension

**For students who have attempted 60 or more graded credit hours:**

1-5.99 points deficient	-	Warning
6-9.99 points deficient	-	Probation
10 or more points deficient	-	Suspension

Your advisor or the Registrar can explain to you more fully the meaning of these conditions.

**Note:** If you have earned credits at UNI in previous semesters, you must include the number of credit hours attempted and earned grade points in any calculations used to accurately determine deficiency points. If you have questions, contact an advisor at Academic Advising Services.

(Step 1)

(Step 2)

<u>Course</u>	<u>Credit Hours</u>	x	<u>Grade (Points)</u>	=	<u>Points Earned</u>
_____	_____		_____		_____
_____	_____		_____		_____
_____	_____		_____		_____
_____	_____		_____		_____
_____	_____		_____		_____
_____	_____		_____		_____
_____	_____		_____		_____

Total Credit Hours =	_____		Total Points Earned =	_____
x 2.00 =	_____		(Step 3)	
(Step 4)				

(Points needed to maintain a 2.00 GPA) = \_\_\_\_\_

Total points earned (from Step 3) \_\_\_\_\_

Points needed (from Step 4) \_\_\_\_\_

= \_\_\_\_\_

(Negative number indicates deficient points)

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- 10 or more points deficient - Suspension

**Readmission After Suspension:** A student who has been suspended may be readmitted only after applying for readmission in writing and receiving favorable action on the application from the Committee on Admission and Retention. Applications for Readmission may be secured from and filed with the secretary of the committee in the Office of the Registrar. Academic suspension is for a minimum period of one academic year. Only the most extenuating circumstances would warrant consideration for readmission before one academic year has elapsed.

Upon readmission students must earn a minimum of a 2.00 grade point average each term they are enrolled until their cumulative grade point average is 2.00 or higher. Failure to earn a 2.00 or higher grade point average in any semester following readmission will cause the student to be suspended again. Academic suspension for a second time is considered permanent. Only the most extenuating circumstances would warrant consideration for readmission a second time.