

ACADEMIC SUCCESS PLANNING

ESU fosters student success through the completion of academic goals. Students remain in “Good Academic Standing” by maintaining a term GPA of 2.0. If your GPA drops below a 2.0, you will be notified of your placement on Academic Jeopardy. Academic Jeopardy includes:

- Academic Warning – First term with GPA below 2.0
- Academic Probation – Second consecutive term with GPA below 2.0
- Academic Suspension – Third consecutive term with GPA below 2.0 (schedule limited to 6 credits)
- Academic Dismissal – Fourth/Fifth consecutive term with GPA below 2.0

The purpose of the Academic Success Planning guide is to assist you in assessing your current situation and goals, identifying resources and making changes to help you get back on track. The following checklist outlines recommendations toward academic progression and details the requirements at each level. You will need to complete the steps listed below based on your current Academic Jeopardy status.

ACADEMIC SUCCESS RECOMMENDATIONS & REQUIREMENTS

- Step 1.** Start to develop a plan for success by completing the Academic Success Worksheet.
- Step 2.** Make an appointment with your academic advisor or major chair on record.
 - *Your academic advisor or major chair on record may want to review or discuss your plan. Your academic advisor’s contact information is found in WARRIORfish just click on your ‘Network’. You can also find this information in the ‘Academic’ profile section on your MyESU portal.*
- Step 3.** During your meeting with your academic advisor, you should:
 - Evaluate your course plan and make adjustments as necessary.
 - Identify obstacles from your previous terms that negatively impacted your success.
 - Discuss academic success strategies and other resources.
 - Calculate your term GPA goals and cumulative GPA projections for each semester. (Use the GPA calculator found in Degree Works).
 - Connect and build the valuable relationship between you and your advisor.
 - Have your advisor sign the worksheet after discussing your plan.
- Step 4.** Follow through with the Academic Success Plan that you created on your Academic Success Worksheet

Do you need help connecting with your academic advisor?

Contact your Major Department

Do you have questions regarding the submission of your paperwork?

Records and Registration
570.422.2800

Do you have concerns about how your academic standing affects your financial aid?*

Financial Aid
570.422.2800

**Note that the Academic Warning Process is different from the Financial Aid Satisfactory Academic Progress (SAP) policy. See below and page 5 for information. Contact Financial Aid Office directly for additional details.*

Financial Aid – Satisfactory Academic Progress Requirements:
By the end of the spring semester, each year, students are required to meet:
✓ **Grade Point Average (GPA):** Undergraduates – 2.0 Graduates – 3.0
✓ **Pace Rate:** 66.67% ✓ **Maximum Timeframe:** Credits needed to complete degree do not exceed 150% program length
If one, or more, of the requirements above are not met, students will be SAP denied for federal financial aid.

ACADEMIC SUCCESS WORKSHEET

Student Information

Student Name: _____ ID: _____
Advisor: _____ Term: _____ Date: _____
Major/Program: _____

Identify Challenges and Concerns

I am having difficulty with: *(check all that apply)*

- | | | |
|---|--|--|
| <input type="checkbox"/> Lack of motivation/focus | <input type="checkbox"/> Housing/living arrangements | <input type="checkbox"/> Ineffective study skills |
| <input type="checkbox"/> Adjusting to college | <input type="checkbox"/> Family responsibilities | <input type="checkbox"/> Unclear academic/career goals |
| <input type="checkbox"/> Depression, stress or anxiety | <input type="checkbox"/> Work responsibilities | <input type="checkbox"/> Learning disability |
| <input type="checkbox"/> Finances | <input type="checkbox"/> Physical health concerns | <input type="checkbox"/> Challenging classes/credit load |
| <input type="checkbox"/> Making friends/loneliness | <input type="checkbox"/> Time management | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Meeting basic needs (i.e. access to food, community resources, etc.) | <input type="checkbox"/> Outside distractions (i.e. gaming, social media, extra-curricular activities, etc.) | <input type="checkbox"/> Other: _____ |

Develop a Plan for Success

My plan for improvement in the next term is:

Connect with Resources

In my plan for improving my academic standing, I will seek assistance in the following areas:

Academic Enrichment & Learning

Rosenkrans East | 570.422.6700

Other: _____

Office of Accessible Services and Individualized for Students

Sycamore Suites, Lower Level | 570.422.3954

Other: _____

Career and Workforce Development

University Center, 2nd Floor | 570.422.7952

Other: _____

Financial Aid Office

Zimbar-Liljenstein Hall 100 | 570.422.2800

Other: _____

University-Wide Tutorial Program

Rosenkrans East | 570.422.6700

Other: _____

Center for Multicultural Affairs & Inclusive Education

99 Normal Street | 570.422.3961

Other: _____

Wellness Education and Prevention

Sycamore Suites, Lower Level | 570.422.3298

Other: _____

Develop an Academic Success Plan

SEMESTER 1: The courses I plan to take in semester _____:

Course and Title Example – ENGL 103: English Composition	Credits	Reason for Taking the Course Example – degree requirement, repeat for a better grade, prerequisite course	
		Goal Term GPA	
		Goal Term Pace Rate (earned credits/attempted credits)	100%
		Cumulative GPA Projected	

SEMESTER 2: The courses I plan to take in semester _____:

Course and Title Example – ENGL 103: English Composition	Credits	Reason for Taking the Course Example – degree requirement, repeat for a better grade, prerequisite course	
		Goal Term GPA	
		Goal Term Pace Rate (earned credits/attempted credits)	100%
		Cumulative GPA Projected	

My weekly commitments, shown below, include my time in class, studying, working and other responsibilities:

My follow-up advising appointment is scheduled for:

__I understand and am committed to the plan I have outline above to better prepare myself for academic success.

Student Signature:

Date: _____

Additional advisor recommendations or comments:

Advisor Signature:

Date: _____

Advisor: Make one copy of the worksheet for the student and one copy to maintain in your advising record.

Student: Maintain a copy of your worksheet for your records.

Financial Aid – Satisfactory Academic Progress (SAP) Contract

This contract is for students who are appealing their financial aid SAP-denied status and are required to submit a signed academic plan as part of their SAP appeal.

The academic plan that is attached to this contract is a written agreement between you, your academic or DAEL advisor and the Financial Aid Office, in which you commit to following a specific academic plan that leads to meeting SAP standards. Each semester of your academic plan has stated milestones that you must meet to continue to receive federal financial aid. By the end of your academic plan, you should be meeting SAP standards and no longer need to appeal for financial aid. If your SAP returns to a satisfactory status before your academic plan is fulfilled, you will automatically regain financial aid eligibility for future terms, pending that your SAP does not fall below standards again.

- Failure to meet stated milestones will result in immediate denial of your financial aid.
- The academic plan will detail the specific coursework that must be successfully completed and the grades that must be earned.
- Terms of the SAP contract may be stricter than the standard SAP regulations in an effort to bring your cumulative GPA and Pace Rate back to standard.

Please initial each item (appeal will not be reviewed until this is complete)

_____ I understand that if my appeal is approved, I must reach the academic and financial aid milestones identified in my academic plan for each semester of the plan.

_____ I understand that if the appeal is approved, I must successfully complete 100% of all credits attempted until I regain SAP or I will not receive federal aid in the following semester. Grades of A-D and P are considered “successful” completions.

_____ I certify that all information and documentation in my appeal is true, accurate and complete. I understand that providing false or inaccurate information is a dishonesty violation of the East Stroudsburg University Student Code of Conduct and that my appeal will be denied.

_____ I understand that the Office of Financial Aid may review my financial aid records, my academic records and my conduct records on file at East Stroudsburg University.

_____ I understand that I may appeal a second time only for a reason NOT related to the circumstances of the first appeal.

000 _____
Student ID:

_____	_____	_____
Student Signature	Student Name (Print)	Date

_____	_____	_____
Academic Advisor, Chair, or DAEL Advisor Signature	Department	Date

Financial Aid - Satisfactory Academic Progress Requirements:
Grade Point Average (GPA)
To maintain Satisfactory Academic Progress, students must maintain the following minimum cumulative GPA:
Undergraduates – 2.0
Graduates – 3.0

Pace Rate
To maintain Satisfactory Academic Progress, students must maintain the following Pace Rate: 66.67% required
This standard is calculated by dividing the cumulative number of credits successfully completed by the cumulative number of credits the student has attempted. **Withdraws, Incompletes, E grades, and Fails count toward attempted credits.**