



Inter American University of Puerto Rico
Office of the Dean of Academic Affairs

SATISFACTORY ACADEMIC PROGRESS POLICY

ACADEMIC PLAN

Undergraduate Level

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|-----------------------|--|--|--|--|--|--|--|--|--|-----------------------------------|--|--|--|--|-----------------------------------|--|--|--|--|-----------------------------|--|--|--|--|--------------------------------|--|--|--|--|-----------------------------------|--|--|--|--|
| Identification Number | | | | | | | | | | Father's Surname | | | | | Mother's Maiden Surname | | | | | Name | | | | | Initial | | | | | | | | | |
| Campus | | | | | | | | | | Home Address | | | | | | | | | | Mailing Address | | | | | | | | | | | | | | |
| Home Telephone | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Mobile Phone | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| E-mail | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Program of Study | | | | | | | | | | Program Grade Point Average (GPA) | | | | | General Grade Point Average (GPA) | | | | | A) Total Earned Hours _____ | | | | | B) Total Attempted Hours _____ | | | | | C) Pace of Completion (A/B) _____ | | | | |

Instructions

- All students on academic probation and all students who wish to appeal the loss of eligibility to receive financial aid or an academic suspension must develop, with the help of an academic advisor or professional counselor, an academic plan that will enable them to achieve satisfactory academic progress within a specific period of time.
- Verify your academic record. For this, you must print a credit transcript, available at www.inter.edu by selecting the following links: InterWeb / Student Services / Student Record / Transcript.
- To determine the courses that you must take according to your program of study course sequence plan, print the Preliminary Academic Evaluation by selecting the following links: InterWeb / Student Services / Student Record / Preliminary Academic Evaluation.
- In the spaces provided below, indicate the terms and dates of the terms in which you will enroll, the courses you will take, and the grades you must obtain in order to achieve satisfactory academic progress. You must give priority to repeating the courses you have failed. If you receive your financial aid in **semesters**, you must complete **two terms**; if in **trimesters**, you must complete **three terms**; and if in **quarters (bimesters)**, you must complete **four terms**. (If you have questions about how your financial aid is distributed, you may contact your campus' Office of Financial Aid.)
- Discuss your academic plan with a professional counselor or an academic advisor. He will help you complete and validate the final agreement. He will help you decide which courses to take and the grades you must obtain in order to achieve the GPA and pace of completion you need to reach satisfactory academic progress.

NOTE: When discussing this academic plan with the student, the professional counselor or academic advisor may verify the student's GPA, pace of completion and academic evaluation using the Satisfactory Academic Progress Policy reports.

| | | |
|-------------------------------|------------|----------|
| Period this agreement covers: | From term: | To term: |
| | Date: | Date: |

ACADEMIC PLAN

| FIRST TERM: | | | | DATE: | |
|------------------------------------|---------|---------------------------------|--|--|--|
| Courses | Credits | Expected Grade A=4; B=3; C=2 | Honor Points Credits x grade points | Grade Point Average (GPA) expected at the end of the term | |
| 1. | | | | Total Honor Points Total Credits _____ Required completion rate (pace) for the term _____ | |
| 2. | | | | | |
| 3. | | | | | |
| 4. | | | | | |
| 5. | | | | | |
| Alternative courses (if necessary) | | | | | |
| 1. | | | | | |
| 2. | | | | | |
| Total Credits | | | Total Honor Points | | |

| SECOND TERM: | | | DATE: | |
|------------------------------------|---------|---------------------------------|--|--|
| Courses | Credits | Expected Grade A=4; B=3; C=2 | Honor Points Credits x grade points | Grade Point Average (GPA) expected at the end of the term |
| 1. | | | | <u>Total Honor Points</u> Total Credits _____ |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |
| 5. | | | | |
| Alternative courses (if necessary) | | | | Required completion rate (pace) for the term _____ |
| 1. | | | | |
| 2. | | | | |
| | | Total Credits | Total Honor Points | |

| THIRD TERM: | | | DATE: | |
|------------------------------------|---------|---------------------------------|--|--|
| Courses | Credits | Expected Grade A=4; B=3; C=2 | Honor Points Credits x grade points | Grade Point Average (GPA) expected at the end of the term |
| 1. | | | | <u>Total Honor Points</u> Total Credits _____ |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |
| 5. | | | | |
| Alternative courses (if necessary) | | | | Required completion rate (pace) for the term _____ |
| 1. | | | | |
| 2. | | | | |
| | | Total Credits | Total Honor Points | |

| FOURTH TERM: | | | DATE: | |
|------------------------------------|---------|---------------------------------|--|--|
| Courses | Credits | Expected Grade A=4; B=3; C=2 | Honor Points Credits x grade points | Grade Point Average (GPA) expected at the end of the term |
| 1. | | | | <u>Total Honor Points</u> Total Credits _____ |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |
| 5. | | | | |
| Alternative courses (if necessary) | | | | Required completion rate (pace) for the term _____ |
| 1. | | | | |
| 2. | | | | |
| | | Total Credits | Total Honor Points | |

| | | | |
|---|--|--|--|
| Check other services that you will use to improve your academic performance | | | |
| <input type="checkbox"/> Tutoring | <input type="checkbox"/> Study Groups | <input type="checkbox"/> Visits an academic advisor | <input type="checkbox"/> Others: _____ |
| <input type="checkbox"/> Mentoring | <input type="checkbox"/> Information Access Center (Library) | <input type="checkbox"/> Visits a professional counselor | |

Approved Signature of academic advisor or professional counselor: _____
Name of academic advisor or professional counselor: _____
E-mail of academic advisor or professional counselor: _____

Comments/Observations: _____

I certify that I have discussed this academic plan with the academic advisor of my program of study or with the professional counselor, and that **I am committed to comply with the terms herein established.** I understand that any changes in the courses herein agreed upon must be authorized by the advisor. I also understand that I may lose eligibility for federal or state funds if I fail to comply with the conditions set forth in this agreement.

Student's signature

Date

ACADEMIC PLAN: ADDITIONAL TERMS (ONLY WHEN NECESSARY)

| ADDITIONAL TERM: | | | DATE: | |
|------------------------------------|---------|---------------------------------|--|--|
| Courses | Credits | Expected Grade A=4; B=3; C=2 | Honor Points Credits x grade points | Grade Point Average (GPA) expected at the end of the term |
| 1. | | | | <u>Total Honor Points</u> Total Credits _____ |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |
| 5. | | | | |
| Alternative courses (if necessary) | | | | Required completion rate (pace) for the term _____ |
| 1. | | | | |
| 2. | | | | |
| Total Credits | | | Total Honor Points | |

| ADDITIONAL TERM: | | | DATE: | |
|------------------------------------|---------|---------------------------------|--|--|
| Courses | Credits | Expected Grade A=4; B=3; C=2 | Honor Points Credits x grade points | Grade Point Average (GPA) expected at the end of the term |
| 1. | | | | <u>Total Honor Points</u> Total Credits _____ |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |
| 5. | | | | |
| Alternative courses (if necessary) | | | | Required completion rate (pace) for the term _____ |
| 1. | | | | |
| 2. | | | | |
| Total Credits | | | Total Honor Points | |

| ADDITIONAL TERM: | | | DATE: | |
|------------------------------------|---------|---------------------------------|--|--|
| Courses | Credits | Expected Grade A=4; B=3; C=2 | Honor Points Credits x grade points | Grade Point Average (GPA) expected at the end of the term |
| 1. | | | | <u>Total Honor Points</u> Total Credits _____ |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |
| 5. | | | | |
| Alternative courses (if necessary) | | | | Required completion rate (pace) for the term _____ |
| 1. | | | | |
| 2. | | | | |
| Total Credits | | | Total Honor Points | |

| ADDITIONAL TERM: | | | DATE: | |
|------------------------------------|---------|---------------------------------|--|--|
| Courses | Credits | Expected Grade A=4; B=3; C=2 | Honor Points Credits x grade points | Grade Point Average (GPA) expected at the end of the term |
| 1. | | | | <u>Total Honor Points</u> Total Credits _____ |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |
| 5. | | | | |
| Alternative courses (if necessary) | | | | Required completion rate (pace) for the term _____ |
| 1. | | | | |
| 2. | | | | |
| Total Credits | | | Total Honor Points | |

Signature of academic advisor or professional counselor: _____ Date _____

Student's signature: _____ Date _____