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

1. 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.

2. 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.

3. 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.

4. 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.)

5. 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
2.				
3.				
4.				_____
5.				Required completion rate (pace) for the term
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.				Total Honor Points Total Credits
2.				
3.				_____
4.				
5.				Required completion rate (pace) for the term
Alternative courses (if necessary)				
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.				Total Honor Points Total Credits
2.				
3.				_____
4.				
5.				Required completion rate (pace) for the term
Alternative courses (if necessary)				
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.				Total Honor Points Total Credits
2.				
3.				_____
4.				
5.				Required completion rate (pace) for the term
Alternative courses (if necessary)				
1.				
2.				_____
	Total Credits		Total Honor Points	

Check others services that you will use to improve your academic performance

☐ Tutoring ☐ Study Groups ☐ Visits an academic advisor ☐ Others:

☐ Mentoring ☐ Information Access Center (Library) ☐ 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>
2.				Total Credits
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>
2.				Total Credits
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>
2.				Total Credits
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>
2.				Total Credits
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 _____