

Haas School of Business, PhD Program: Good Academic Standing/Satisfactory Academic Progress

To remain in good academic standing a student must make timely progress toward degree completion and maintain satisfactory academic progress in all aspects of their field of study. This includes meeting the following standards of scholarship established by the University, the Graduate Division and/or the field of study unit.

- Maintain a cumulative GPA of at least 3.0.
- Take core courses for a letter grade to achieve the minimum cumulative GPA of 3.3.
- Have no more than one-third of the total units (excluding courses numbered 299 or those in the 300, 400 or 600 series) of all coursework graded Pass/No Pass or Satisfactory/Unsatisfactory.
- Have no more than two courses of unfinished coursework, defined as Incomplete, No Grade, and/or No Record on the transcript.
- Advance to doctoral candidacy within four years of admission to and enrollment in the doctoral program.
- Advancement to doctoral candidacy form should be filed no later than the end of the semester in which the student passed the Qualifying Examination.
- Graduate within two years (four semesters) of advancing to candidacy (Please see note below).
- Meet all departmental degree requirements in accordance with departmental time limits, including satisfactory performance in core courses (grade of B+ or better required) and on the required examinations; pass departmental examinations.
- Form a doctoral committee; present a dissertation prospectus acceptable to the faculty member who agrees to supervise the student's research and serve as chair of the dissertation committee; successfully pass a final defense of the dissertation when required; and complete a dissertation acceptable to all committee members.

Reference Graduate Division Policy:

F3.2 Normative time

Normative time. The term "normative" time refers to the elapsed time (calculated to the nearest semester) that students would need to complete all requirements for the doctorate, assuming that they are engaged in full-time study and making satisfactory progress toward their degrees.

Business Administration Normative Time in Candidacy: 2 semesters

E1.8 Academic Probation

Graduate students who have not yet been advanced to candidacy can be placed on academic probation and ultimately dismissed if they fail to make normal progress toward their degrees. Probation is intended to provide a student whose performance is less than satisfactory with a period in which to correct the deficiencies and to raise his or her performance to a level

consistent with the minimum standards set by the Graduate Division in consultation with the department. Students on probationary status may register and enroll, but they may not hold academic appointments, receive graduate fellowships, or be awarded advanced degrees.

Departments may recommend probation and dismissal on the basis of a written evaluation of the student's progress. However, only the Dean of the Graduate Division has the authority to place a student on probation, to remove probationary status, and, if necessary, to dismiss a student from graduate standing. Some departments may choose to issue warning letters to apprise students that they are not making satisfactory progress rather than request formal probation for a student.

E2.1 Dismissal

There are generally two reasons a graduate student may be dismissed: for disciplinary reasons due to violations of the Code of Student Code and for academic deficiencies. The former is determined by the Vice Chancellor, Division of Student Affairs at the recommendation of the Office of Student Conduct and with the concurrence of the Graduate Dean. (For more information, see the Office of Student Conduct website: <http://students.berkeley.edu/osl/sja.asp?id=297>)

Dismissal for academic reasons is entirely under the purview of the Graduate Dean.

Academic Dismissal. A student is subject to academic dismissal if:

- 1) the student's academic deficiencies as determined by the department and the Graduate Division were not corrected after a reasonable, established period of probation, or
- 2) the student failed the comprehensive, preliminary, or qualifying exam, (however see Appendix A, section 9, "Academic Standing" and information in second paragraph below) or
- 3) a department assesses that a student's academic progress, although sufficient for the award of a master's degree, was insufficient to merit the student's proceeding to the doctoral level, or
- 4) the student failed to meet the necessary clinical standards in a professional program (e.g., Optometry).

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