



**THE UNIVERSITY OF TEXAS AT EL PASO
GRADUATE SCHOOL**

Mike Loya Academic Services Building, Room 223
500 W. University Avenue, El Paso, Texas 79968
Website: <http://www.utep.edu/graduate/>
Phone: (915) 747-5491

GPA Improvement Plan

This form must be submitted for any exception request due to a low GPA (e.g., employment, dismissal). A plan for improving GPA should be developed via a collaboration between the student and the graduate program director. If the student is pursuing a degree that requires a thesis or dissertation, the student's most recent individual development plan (IDP) must also be submitted. If the student must complete other program requirements to maintain satisfactory standing in the program (e.g., propose thesis, finish within timeline allowed by degree, take and pass a certain course, etc.), these should also be discussed in the IDP or a separate document.

The GPA Improvement plan must outline a clear path for the student to get back to a 3.0 GPA, including course(s) that should be taken in the upcoming semester and expected grades. If it will take more than one semester to raise overall GPA to 3.0 or greater, the plan must indicate the GPA that is required in the upcoming semester. It should also be clear to student that failure to raise GPA to 3.0 will remain on probation and may be dismissed if their progress in the semester did not meet the objectives.

You may use the spreadsheet below to help calculate how specific grades in future courses will affect the student's overall GPA. Use information from the Goldmine transcript (GPA Hours, Quality Points) to populate the required fields below. Course hours are the second number in the course number (e.g., SUBJ 5301, SUBJ 6401-Course hours: 3 and 4).

The program director and student must sign or approve the GPA improvement plan (e.g., via email confirmation). In addition, the thesis/dissertation advisor, must also sign the GPA improvement plan.

Student Information

Student ID:

Student Name:

Program of Study:

Academic Advisor:

Semester	Course	Letter Grade Required	GPA Hours	Grade Points	Quality Points	Current GPA hours:	
						Current Quality Points:	
						Current GPA:	
						Projected GPA hours:	
						Projected Quality Points:	
						Projected GPA:	

Student Acknowledgement

I acknowledge that failure to meet the conditions above will result in my dismissal from the program.

Student Signature

Date

Thesis/Dissertation Advisor Signature

Date

Program Advisor Signature

Date