

# ME Subject to Disqualification Policy

It is the established policy (since 2004) of the Mechanical Engineering (ME) Department, that any ME major found to be academically deficient according to the following criteria will be identified as *Subject to Departmental Disqualification* from ME. Note that these criteria are based on your ME core *Grade Point Balance* (MEGPB<sup>1</sup>) and the total number of *All College Units* (ACU) completed. Note also that this formula mirrors the disqualification policy enforced by the university for your Cal Poly GPB (refer to CP University Catalog p. 78, article 4).

MEGPB $\leq$ -22.5	(ACU < 90)
MEGPB $\leq$ -13.5	(90 $\leq$ ACU < 135)
MEGPB $\leq$ -9.0	(135 $\leq$ ACU)

Students identified as being '*subject to disqual*' will receive a communication from the ME Academic Standards Committee (MEASC) explaining their current circumstance, informing them that they are subject to a *registration hold*, and urging them to consult with their academic advisor as soon as possible.

Upon consultation with his/her academic advisor, a student can request to have their registration hold temporarily lifted for one (1) quarter while they remain subject to disqualification. This effectively allows a student the remainder of that current quarter plus one additional '*grace*' quarter<sup>2</sup> to remove themselves from the subject to disqual list. If a student remains subject to disqual after the completion of this grace quarter, they shall (subject to a formal appeal to the MEASC) be disqualified from the Mechanical Engineering Department.

---

<sup>1</sup> For all ME majors following an '08–09 curriculum (flow chart) or later, your MEGPB will be calculated from core course-work taken at Cal Poly (CP-MEGPB). Transfer coursework will be accepted on a Pass/Fail basis only and thus, will have no effect on your CP-MEGPB. For students following an '07–08 curriculum or earlier, transfer course work will continue to be included in your MEGPB calculation as has heretofore been the case.

<sup>2</sup> An ME major can have no more than two (2) 'grace' quarters in their academic career, with no two used consecutively without a period of 'good' academic standing (MEGPB  $\geq$  0) in between.



ME Academic Standards Committee

Peter Dashner
Hassan Rejali
Hong (Henry) Xue

ME Subject to Disqual Advisement Form

Release Hold

- Student found NOT to be subject to disqualification after documenting all applicable core transfer credits...
Student application for change of major (see attached) is in-process. Student agrees to NOT register for ME courses...
Student is confirmed to currently be subject to ME disqualification. As per student's request, ME hold will be released...

DO NOT Release Hold

- Student is confirmed to currently be subject to ME disqualification. Student waives the right to pre-register...
Student is confirmed to still be subject to ME disqualification after completion of his/her 'grace' quarter...
Unable to determine student's standing in the ME core. Case referred to the ME ASC.

printout of 'corrected' ME core GPA/GPB file attached? [ ] Yes [ ] No

Advisee: \_\_\_\_\_ eMail: \_\_\_\_\_

Advisee: \_\_\_\_\_ BRONCO id: \_\_\_\_\_

Advisor: \_\_\_\_\_ Date: \_\_\_\_\_