Department of Mathematics

Policy for satisfactory academic progress, unsatisfactory academic standing, academic probation and dismissal from the Mathematics and AIM Ph.D. programs

Approved by the Mathematics Department Executive Committee: October 17, 2018

Ph.D. Program Requirements for the Mathematics Ph.D. and AIM Ph.D. programs, and required timelines for achieving them, are available on the math department webpage and in printed form from the graduate office. Requirements are discussed with each student by staff and faculty at advising appointments, informational meetings, and through written communication.

The policy for academic progress, unsatisfactory academic standing, academic probation, and dismissal from the Mathematics and AIM Ph.D. programs will be communicated in writing to each student upon arrival for orientation at the University before beginning their first semester. It is also posted on the department website.

Satisfactory progress. To remain in good standing and achieve satisfactory progress, pre-candidate students meet with the chair of the doctoral committee or AIM director after each attempt at any Qualifying Review exam to discuss their academic performance, and each semester after that to discuss their progress towards selecting a PhD advisor. Then, the student will meet regularly with their advisor to discuss their progress toward the degree. In addition, all student progress is reviewed annually by the doctoral committee (Math) or AIM committee (AIM). Students are informed in writing each May whether their progress is deemed satisfactory or unsatisfactory after that review.

Unsatisfactory academic standing, academic probation and dismissal. Students are notified in writing immediately when they have failed to achieve any of the required milestones described in the Mathematics Graduate Brochure (or online) or when their progress is otherwise deemed insufficient by the doctoral committee, AIM committee or other relevant faculty. This assessment is based on written evaluations of student work provided by instructors/advisors after each semester, and any other evidence gathered, including conversations with relevant faculty. The written notification of unsatisfactory progress will include an invitation for the student to discuss their progress and strategies for success with the Doctoral Committee chair or AIM director.

In the following cases, the student may be placed on academic probation:

1. Failure to make progress or pass the Qualifying Review by the prescribed deadlines described in the Program Requirements.
2. Failure to achieve candidacy by the end of the third year.
3. Failure to continue making progress toward the degree with a designated thesis advisor once candidacy has been achieved.
The decision to place a pre-candidate on probation will be made by the doctoral committee or AIM committee; for candidates, the decision will be made by a faculty group of at least three faculty, normally including Associate Chair for Graduate Studies, the Doctoral Committee chair or AIM Director, and the student’s advisor (if any). The probationary period will normally conclude at the end of the semester it is imposed, but in no case will it be shorter than two months. The Associate Chair for Graduate Studies will notify the student and Rackham Office of Academic Records and Dissertations (OARD) in writing before the probationary period begins, explaining the reasons and conditions of probation, the start and end dates of the probationary period, and options for appeal. The financial commitment to the individual student will not be altered by the probation.

A student who has been placed on probation may request a leave of absence or withdraw from the program. The leave or withdrawal will stop the clock on the probationary period, which resumes when the student returns to active status or is reinstated. Probation will remain in effect until the conditions are remedied or the student is dismissed.

At the end of probation, and upon the recommendation of the Associate Chair for Graduate Studies and the consent of the Graduate School, a student may either be returned to good academic standing, be dismissed from the program or have the probation extended. The decision to dismiss a student will be made by a faculty group of at least three faculty, normally the doctoral committee or AIM committee in consultation with the Associate Chair for Graduate Studies. The student and Rackham OARD will be informed of the recommendation of dismissal, and of the policy for appealing the decision.

**Appealing academic probation or dismissal.** If a student chooses to appeal the decision to be placed on academic probation or to be dismissed, the department will convene a separate committee to review their case. Students may use the Graduate School’s Academic Dispute Resolution process only for procedural issues of fair and equal treatment under the policy of the program, and not to appeal the academic reasons for the decision.

Students who fail to meet standards of academic or professional integrity or who have been found responsible for violations of other University standards of conduct may be dismissed in accordance with separate procedures described in Rackham Academic and Professional Policy (Section 8).