

# PROGRAM PROGRESSION REQUIREMENTS - UNDERGRADUATE

## ASK A QUESTION OR SUBMIT FEEDBACK ON THIS POLICY

Effective Date: Fall 2025  
Last Reviewed: Spring 2025  
Last Revised: Fall 2015  
Next Review: Fall 2035

## Policy Statement

Academic units have the right to establish requirements for students' to progress in an undergraduate program that are above and beyond the academic standing requirements to continue at the university. The criteria set forth by each unit can be found under the program section of the University Catalog. Students who fail to meet those minimum requirements may be deemed ineligible to progress and can be required to change their program.

Students who are not permitted to progress in their program may continue their enrollment at Kent State University provided they are not subject to academic dismissal and are able to declare another program for which they meet the admission requirements.

## Reason for Policy

Select programs may have higher-than university academic standards based on accreditation, limited access to upper-level courses and other factors that make it necessary to impose requirements to progress.

## Procedures

Students admitted to an undergraduate program with specific requirements to progress as outlined in the University Catalog will be:

- Notified by their academic unit that they are enrolled in such a program and provided detailed information about the minimum requirements they must meet to progress.
- Given a warning when they are not meeting the requirements so they can take action to rectify their situation.

If deemed by the academic unit to not meet the program's progression requirements, students will be notified with steps they must take to change their program and a deadline in which to do so. Students not meeting the deadline to change their program may be prevented from registering for coursework in a future term until they have met with an advisor and choose a new plan of action.

Students who believe they have been incorrectly identified as ineligible to progress in their program may appeal that decision to the program director or coordinator. The appeal should be submitted in writing within 10 business days of notification and include specific information and any supporting documents that support the belief that the decision was made in error. The decision of the program director or coordinator is final.

## Forms/Instructions

*There are no forms associated with this policy.*

## Additional Resources

- Academic Advising (Schedule an Appointment)
- Career Exploration and Development
- Financial, Billing and Enrollment Center
- Manage My Program for Students (Change My Program)
- Search Majors and Degrees

## Frequently Asked Questions

1. **How do I know if my program has a progression requirement?**  
Progression requirements will be listed on the Coursework tab for your program in the University Catalog.
2. **What can I do if I have questions about my program's progression requirements?**  
You should always talk with your academic advisor if you have questions. An advisor can help you understand the requirements for your program and how you are progressing towards those. You can also talk with the faculty in your program who can also help to answer any questions or concerns you may have.
3. **I was just notified that I can't stay in my current program. Does this mean that I have been dismissed from the university?**  
Not necessarily. You can be asked to leave your program due to its progression requirements but still be academically eligible to remain at Kent State. In such a case, you must change your program to another program that you are eligible to declare. If you are academically dismissed from the university, you will be notified via email to your kent.edu account. If academically dismissed, you must leave the university.

Additional FAQ: Program Progression Requirements – Undergraduate

## Definitions

**Academic Advising:** Advising helps students clarify their career goals, reach their maximum educational potential and achieve academic success. Academic advisors address student needs related to learning, personal development and career aspirations; recognize and respond to diverse individual needs and differences among students; and help students plan and implement academic programs of study in a manner that will ensure timely progress toward graduation.

**Academic Dismissal:** Students who are removed from the university due to poor academic performance and no longer allowed to enroll in courses. This occurs when a student's GPA consistently falls below the minimum standards.

**Academic Standing:** Academic status at institutions of higher education. Students with a minimum 2.000 GPA are deemed in good academic standing.

**Academic Unit:** An academic department, school or a designated graduate program within a college, department or school

**Accreditation:** An external review process by which experts authorize or give credentials indicating that standards and expectations have been met by academic programs or institutions.

**Advisor:** Professional advising staff member or a faculty member who provides students with information concerning courses, programs of study and other aspects of academic life.

**Program:** A major, minor or certificate program.

**Requirement:** Course or condition that must be fulfilled as part of a particular program.

## Related Information

- Academic Standing – Undergraduate Student
- Dismissal, Appeal, and Reinstatement - Undergraduate

## Revision History

**Amended August 2025:** Revised policy adds appeal information; removes the specific business process that were never implemented; and renames policy, from "Not Permitted to Continue" to "Program Progression Requirements – Undergraduate."

**Amended August 2015:** Revised policy identified the process, procedures and communication that will be implemented for students who are identified by their academic unit as not eligible to continue in their declared major because they no longer meet the program's requirements for progression and/or graduation.