

Eastern Connecticut State University
Education Unit
CARE (Committee for Admission and Retention in Education)
Plan of Action for Readmission

For Candidates who have a GPA below 3.00¹ or have received a grade of “C-” or below in an education OR liberal arts (LAC) course required for certification.

CARE Policies and Procedures:

- A. Undergraduate candidates will be dismissed by CARE if the candidate’s Semester or Overall GPA falls below 3.00¹ or if the candidate receives a “C-” or below in an education or required liberal arts course. Candidate will be restored to “student” status and thus no longer be enrolled as a teacher candidate.
- B. Graduate candidates will be dismissed by CARE if the candidate’s Semester or Overall GPA falls below 3.00¹ or if the candidate receives a “C-” or below in an education or required liberal arts course. Candidate will be restored to “student” status and thus no longer be enrolled as a teacher candidate.

Guidelines for Readmission:

1. **GPA below 3.00¹:** Students must complete the following within one year of being dismissed:
 - a. Meet with her/his education program advisor or Department Chair to create a *Readmission Plan* which addresses the low GPA [*Readmission Plans* may include, but are not limited to, plans to retake the course(s) for which a “C-” or below was earned, plans to complete course(s) for which grades of “Incomplete” were earned, and/or plans to raise the GPA to the requisite level];

Grade of C- or below in an Education Course: Students must complete the following within one year of being dismissed:

- b. Meet with the instructor of the education course to create a *Readmission Plan* which addresses the GPA/grade deficiencies [*Readmission Plans* may include, but are not limited to, plans to retake the course(s) for which a “C-” or below was earned, plans to complete course(s) for which grades of “Incomplete were earned, and/or plans to raise the GPA to the requisite level];
2. Write a letter to CARE elaborating on the circumstances that led to the dismissal and what actions have been taken to remedy the deficiencies;
3. Receive written approval of the *Readmission Plan* from CARE (Note: This written approval allows the student to register for the education course in which she/he received a “C-” or below only);
4. Successfully complete the *Readmission Plan* and submit evidence of successful completion to CARE, with an unofficial transcript; and
5. Receive a letter from CARE acknowledging that the student has completed the requirements of the *Readmission Plan* and has been readmitted to CARE.

¹ Any teacher candidate who was admitted into and started taking courses at ConnCSU (*i.e.*, any of the four Connecticut State Universities, or the twelve Community College, or Charter Oak College) prior to the Spring 2014 semester must maintain a minimum GPA of 2.70. Graduate candidates must maintain a 3.00 GPA regardless of their original CSU admission date.

CARE Use Only:

Date Approved: _____; Not Approved: _____; Tabled: _____;

Plan of Action for Readmission Form for Grade of C- or Below in an Education Course

Student Name: _____ **Date of Meeting:** _____

Instructor of the Course: _____ **Program:** _____

Guidelines: Student will meet with the instructor of the course in which the "C-" or below was received to discuss and complete this Plan of Action for reapplying to the education teacher certification program.

Plan of Action:

_____ Retake the following course(s): **The student may register for the course(s) the following semester as developed in a Plan for Readmission, BUT the student may not proceed in the program until all courses have been retaken with a minimum grade of C and she/he has been readmitted to CARE.

- _____
- _____

_____ If necessary, take coursework to raise overall or semester GPA to **3.00**²

_____ Complete _____ by _____
(course number/title) (date for deadline to change grade of "Incomplete")

_____ Submit evidence of successful completion to CARE, with an unofficial transcript

Instructor Student Date

Instructor (printed) Student (printed)

² Any teacher candidate who was admitted into and started taking courses at ConnCSU (*i.e.*, any of the four Connecticut State Universities, or the twelve Community College, or Charter Oak College) prior to the Spring 2014 semester must maintain a minimum GPA of 2.70. Graduate candidates must maintain a 3.00 GPA regardless of their original CSU admission date.

