



Inter American University of Puerto Rico  
Office of the Dean of Academic Affairs

SATISFACTORY ACADEMIC PROGRESS POLICY

**ACADEMIC PLAN**  
*Graduate Level*

Identification Number	Father's Surname	Mother's Maiden Surname	Name	Initial
Campus				
Home Phone				
Mobile Phone				
	E-mail			
Program of Study	Program Grade Point Average (GPA)	General Grade Point Average (GPA)	A) Total earned hours _____	
			B) Total attempted hours _____	
			C) Pace of Completion (A/B) _____	

**Instructions**

1. All students on academic probation and all students who wish to appeal the loss of eligibility to receive financial aid or an academic dismissal (suspension) must develop, with the help of an academic advisor or professional counselor, an Academic Plan that will enable them to achieve satisfactory academic progress within a specific period of time.
2. Verify your academic record. For this, you must print a credit transcript, available at [www.inter.edu](http://www.inter.edu) by selecting the following links: InterWeb /Student Services /Student Record /Transcript.
3. To determine the courses that you must take according to your program of study course sequence plan, print the Preliminary Academic Evaluation by selecting the following links: InterWeb / Student Services / Student Record / Preliminary Academic Evaluation.
4. In following section of this document, indicate the dates of the terms in which you will enroll, the courses you will take, and the grades you must obtain in order to achieve satisfactory academic progress. You must give priority to repeating the courses you have failed. If you receive your financial aid in **semesters**, you must complete **two terms**; if in **trimesters**, you must complete **three terms**; and if in **quarters (bimesters)**, you must complete **four terms**.
5. Discuss your Academic Plan with a professional counselor or an academic advisor. He will help you complete and validate the final agreement. He will help you decide which courses to take and the grades you must obtain in order to achieve the GPA and pace of completion you need to reach satisfactory academic progress.
6. Discuss your Academic Plan with a professional counselor or an academic advisor. He will help you complete and validate the final agreement. He will help you decide which courses to take and the grades you must obtain in order to achieve the GPA and pace of completion you need to reach satisfactory academic progress within the time frame established in your plan.

**NOTE: When discussing this academic plan with the student, the professional counselor or academic advisor may verify the student's GPA, pace of completion and academic evaluation using the Satisfactory Academic Progress report.**

Period this plan covers:	From term: _____	To term: _____
	Date: _____	Date: _____

**ACADEMIC PLAN**

FIRST TERM:			DATE:	
Courses	Credits	Expected Grade A=4; B=3	Honor Points Credits x grade points	Grade Point Average (GPA) expected at the end of the term  <u>Total Honor Points</u> <u>Total Credits</u> _____  Required completion rate (pace) for the term  _____
1.				
2.				
3.				
4.				
5.				
Total Credits			Total Honor Points	

SECOND TERM:			DATE:	
Courses	Credits	Expected Grade A=4; B=3	Honor Points Credits x grade points	Grade Point Average (GPA) expected at the end of the term  <u>Total Honor Points</u> <u>Total Credits</u> _____ Required completion rate (pace) for the term _____
1.				
2.				
3.				
4.				
5.				
	Total Credits		Total Honor Points	

THIRD TERM:			DATE:	
Courses	Credits	Expected Grade A=4; B=3	Honor Points Credits x grade points	Grade Point Average (GPA) expected at the end of the term  <u>Total Honor Points</u> <u>Total Credits</u> _____ Required completion rate (pace) for the term _____
1.				
2.				
3.				
4.				
5.				
	Total Credits		Total Honor Points	

FOURTH TERM:			DATE:	
Courses	Credits	Expected Grade A=4; B=3	Honor Points Credits x grade points	Grade Point Average (GPA) expected at the end of the term  <u>Total Honor Points</u> <u>Total Credits</u> _____ Required completion rate (pace) for the term _____
1.				
2.				
3.				
4.				
5.				
	Total Credits		Total Honor Points	

Check others services that you will use to improve your academic performance

<input type="checkbox"/> Mentoring	<input type="checkbox"/> Visits an academic advisor	<input type="checkbox"/> Information Access Center (Library)
<input type="checkbox"/> Study Groups	<input type="checkbox"/> Visits a professional counselor	<input type="checkbox"/> Others:

_____ Name of academic advisor or professional counselor  _____ E-mail of academic advisor or professional counselor	<input type="checkbox"/> Approved  _____ Signature of Academic Advisor or Professional Counselor
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Comments/Observations:

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I certify that I have discussed this Academic Plan with the academic advisor of my program of study or with the professional counselor, and that **I am committed to comply with the terms herein established.** I understand that I may lose my eligibility for federal or state funds if I fail to comply with the conditions set forth in this agreement.

\_\_\_\_\_ Student's signature

\_\_\_\_\_ Date

**ACADEMIC PLAN: ADDITIONAL TERMS (ONLY WHEN NECESSARY)**

<b>ADDITIONAL TERM:</b>			<b>DATE:</b>	
Courses	Credits	Expected Grade A=4; B=3	Honor Points Credits x grade points	Grade Point Average (GPA) expected at the end of the term
1.				<u>Total Honor Points</u> Total Credits  _____  Required completion rate (pace) for the term  _____
2.				
3.				
4.				
5.				
Total Credits			Total Honor Points	

<b>ADDITIONAL TERM:</b>			<b>DATE:</b>	
Courses	Credits	Expected Grade A=4; B=3	Honor Points Credits x grade points	Grade Point Average (GPA) expected at the end of the term
1.				<u>Total Honor Points</u> Total Credits  _____  Required completion rate (pace) for the term  _____
2.				
3.				
4.				
5.				
Total Credits			Total Honor Points	

<b>ADDITIONAL TERM:</b>			<b>DATE:</b>	
Courses	Credits	Expected Grade A=4; B=3	Honor Points Credits x grade points	Grade Point Average (GPA) expected at the end of the term
1.				<u>Total Honor Points</u> Total Credits  _____  Required completion rate (pace) for the term  _____
2.				
3.				
4.				
5.				
Total Credits			Total Honor Points	

<b>ADDITIONAL TERM:</b>			<b>DATE:</b>	
Courses	Credits	Expected Grade A=4; B=3	Honor Points Credits x grade points	Grade Point Average (GPA) expected at the end of the term
1.				<u>Total Honor Points</u> Total Credits  _____  Required completion rate (pace) for the term  _____
2.				
3.				
4.				
5.				
Total Credits			Total Honor Points	

\_\_\_\_\_  
Signature of Academic Advisor or Professional Counselor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's signature

\_\_\_\_\_  
Date