

UNIVERSITY of CALIFORNIA · IRVINE

Date: 3/12/2008

School: Social Ecology

To: Frances Leslie, Associate Dean
Graduate Division

Department: Crim, Law & Society

RE: Request for an Exception to Policy for: Low GPA Late Appt. Entry Beyond 50% Time
(Select all that apply) Low Grade 12 Qtr. Limit 2 or More Incompletes
 Other: _____

Student Name: Jones, Bill ID Number: 12345678

Appointment Title : TA Percent Time: 50% Quarter: Spring Year: 2008

Reason for Requested Exception:

A review of Mr. Jones' transcript indicates a cumulative GPA of 2.9 for the last three quarters of enrollment. This does not meet the required GPA of 3.1 for appointment as a TA. He received a C- in a course not required for completion of his graduate program. However, we feel it does not affect his ability to perform successfully as a TA in his field of study. The student is currently enrolled in 12 units and is making adequate progress toward his degree.

Course of Action to be Taken to Solve Student Issue:

The department will be requesting monthly reports on Bill from his Graduate Advisor to ensure that he is making progress.

Department Contact: Sue Smith Ext: x4-1234

Approved
 Denied

Approved
 Denied

Jane Smith 3/12/08
Department Chair/Graduate Advisor Date

Rebeta Brown 3/12/08
Associate Dean of School Date

FOR GRADUATE DIVISION USE ONLY:

Approved
 Denied

Associate Dean of Graduate Division Date