

MCB PROBATION PROCESS

Probation steps:

1. MCB Academic Probation (internal, 1 quarter)
2. Graduate School Academic Probation (official, 1 quarter)
3. Final Graduate School Academic Probation (official, 1 quarter, last chance)

Probation is the mechanism by which the Supervisory Committee can communicate serious concerns about the Student's ability to achieve a timely PhD in MCB, within the 5-6 year time frame. The first step, MCB Academic Probation will not appear on the Student's transcript. We want to emphasize that putting a student on probation is serious, but probation also provides a path to remediation.

If the Student is put on MCB Academic Probation, it is essential that the Advisor and Supervisory Committee work with the Student to provide specific recommendations and realistic short-term milestones so the Student has a chance to exit probation the following quarter. If the Student meets these milestones in the following quarter, MCB Academic Probation will be removed.

If the Student does not meet the milestones, the Student will be placed on Graduate School Academic Probation, which is reported to the Graduate School. It will appear on the Student's transcript. After placing the Student on Graduate School Academic Probation, the Supervisory Committee must again provide specific recommendations and milestones for the Student to complete in order to have probation removed.

If the Student does not meet the Graduate School Academic Probation requirements defined by the Supervisory Committee, the MCB Directors will place the Student on Final Graduate School Academic Probation, which is also reported to the Graduate School. Once Final Graduate School Academic Probation is activated, the Student has one last quarter to demonstrate sufficient progress before dismissal from the MCB Program and UW.

Academic Probation is a **SERIOUS** step to take with students. However, if a student is not performing PhD level work, it should be invoked. The Graduate School requires a multi-quarter process before dismissal of a student. Placing a student on Academic Probation as soon as problems arise can speed resolution of the issue in whichever direction is best for the Student, the Advisor, and the MCB Program.