**Academic Program Progression** CLS PPS 02.02.20

 Effective Date 5/1/2022

 Review Date: 04/2022

 Next review date: 04/02/2027 (E5Y)

 Sr. Reviewer: CLS Chair

**01. Policy Statement.** The Clinical Laboratory Science (CLS) sets forth criteria and guidelines for required for progression through the CLS program and steps to be taken in the event criteria are not met.

01.01 Course Completion

Each course within the CLS curriculum is graded with letter grades [A-F] with the exception of CLS 4321, Directed study in Clinical Laboratory Science, which is CR or F. For all CLS courses a grade of C or better or CR must be achieved each semester in every CLS course to allow progression in the program. Additional criteria for progression include a GPA of at least 2.0 and compliance with Professional Behaviors. Students who fail to meet established criteria due to withdrawal may be offered the opportunity to “re-enter” in the program based on clinical space and a plan approved by the faculty.

**02. CLS Progression Procedures**

02.01 Faculty Responsibilities

a. Identify course expectations in course syllabi.

b. Counsel student who does not appear to be meeting criteria for an acceptable grade in any course no later than the midpoint of the course or as soon as noted if after the midpoint of the semester.

c. Notify Program Chair who will also provide counseling as indicated.

02.02 Chair Responsibilities

a. Counsel student during the semester.

b. In the event of a student deciding to withdraw from the CLS Program decide on any re-entry plans is acceptable. Discuss possible continuation in the CLS Program with student.

c. In the event of failure by a student to meet course expectations at the end of the semester (receiving a final grade lower than C), advise student in writing that he or she may not continueto the next semester in the Program and will not be granted re-entry into the Program.

02.03 Student Responsibilities

a. If a student is in good standing in the current semester and finds it necessary to withdraw from the Program, he or she must notify the Program Chair both verbally and in writing.

b. Follow all University policies for withdrawal from the University or dropping classes. [AA/PPS 4.09 Schedule Changes, Drops, and Withdrawals](https://policies.txst.edu/division-policies/academic-affairs/02-02-20.html)

c. Withdraw from classes for which he or she has registered for in the next semester.

d. Formalize with Program Chair a plan for re-entry into the Program if appropriate.