UNIVERSITY OF JUSTICE

OFFICIAL ACADEMIC STANDING DECLARATION

SECTION I: STUDENT INFORMATION

FULL LEGAL NAME

STUDENT IDENTIFICATION NUMBER (SID)

PROGRAM / MAJOR OF STUDY

ACADEMIC TERM AND YEAR

SECTION II: CERTIFIED ACADEMIC STATUS

To be completed by the Office of the Registrar. This status is based on total cumulative performance at the University of Justice (USJ).

☐	**Good Standing** Meets or exceeds the minimum cumulative GPA requirement (2.0) for continued enrollment.
☐	**Academic Warning** First-term notification that performance has dropped below the required institutional standard.
☐	**Academic Probation** Secondary notification following a consecutive term of sub-standard performance.
☐	**Academic Suspension** Mandatory separation from the university as per the Academic Progress Policy.

CUMULATIVE GRADE POINT AVERAGE (GPA)

TOTAL CREDITS EARNED (UNITS)

SECTION III: OFFICIAL AUTHORIZATION

Official Signature of USJ Registrar

Date signed

Student Signature (Acknowledgment of Standing)	Date signed

UNIVERSITY OF JUSTICE

PURPOSE AND INSTRUCTIONS

1. Purpose of this Document

The **Academic Standing Declaration** is the official instrument used by the University of Justice to communicate a student's standing relative to the institution's academic standards. This document is utilized for:

- **Verification:** Providing third-party verification for scholarships, insurance, or potential employers regarding a student's academic health.
- **Granting Clearances:** Determining eligibility for University-sanctioned travel, intercollegiate extracurriculars, and leadership positions.
- **Record Keeping:** Serving as a permanent record in the student's file to document adherence to the Satisfactory Academic Progress (SAP) policy.

2. Instructions for Completion

Student Actions:

1. Download and complete **Section I** of this form with accurate identification details.
2. Submit the form to the Office of the Registrar via the digital portal or in person at the Administrative Center.
3. Once returned with the Registrar's assessment, review the status in **Section II**.
4. Sign **Section III** to acknowledge that you have been notified of your current standing.

Registrar Actions:

1. Verify the student's current transcript and cumulative records.
2. Mark the appropriate standing checkbox and record the current GPA/Credits as of the last closed grading term.
3. Affix the University Seal and Registrar signature.

3. Definitions of Academic Standing

- **Good Standing:** This status indicates that the student has a minimum cumulative Grade Point Average (GPA) of 2.0 and is successfully completing at least 67% of attempted units.
- **Academic Warning:** A student whose cumulative GPA falls below 2.0 for the first time is placed on Warning. This status is designed to alert students to seek academic support.
- **Academic Probation:** A student on Warning who fails to achieve a 2.0 GPA in their subsequent term is placed on Probation. Enrollment may be limited to 12 credit hours.
- **Academic Suspension:** A student on Probation who fails to improve their GPA to the required standard is suspended. Suspension results in a mandatory one-term leave from the University.

4. Support and Contact

For further information regarding university policies, academic appeals, or to access student support services, please visit the official university website at:

www.universityofjustice.us