I. **Statement of Minimum Progression Requirements:** The South Dakota State University Athletic Training (AT) Program is committed to helping students who have been selected for the AT Program become competent and confident practitioners in Athletic Training. We are equally as committed to identifying competent and confident practitioners to the public. To this end, the following criteria represent the minimum expectation of students in the areas of academics, clinical education and clinical experience in order for a student to progress from semester to semester, and year to year. Decision related to this policy will take into consideration SDSU undergraduate progression requirements, as well as NATA Code of Ethics and BOC Standards of Practice.

Students are informed of this policy through an orientation to the program at the beginning of the first year, and a review of the policy prior to their second year. Progress is reviewed minimally at the end of the semester, but can be reviewed at mid-semester if a concern is brought to the attention of the faculty.

II. **Minimum Progression Requirements:** Cognitive, psychomotor, affective, and interpersonal skills as well as continued interest in the program and profession of Athletic Training are assessed at the end of each semester. These criteria are assessed through inspection of semester grade reports for successful completion of required courses as well as maintenance of semester and cumulative GPA, performance evaluations provided through preceptors, and a semester meeting to discuss progress, goals, etc. Also, although students will not be asked to complete a health assessment each semester, they have signed an informed clause stating that they understand it is their responsibility to update the AT program faculty on any changes in health status that may affect patient or personal safety. This item will be addressed in the semester meeting. Students are expected to maintain the following criteria to continue into the next semester:

A. Academic Progression Requirements
   - Students maintain a minimum semester GPA > 2.75/4.0
   - Cumulative GPA > 2.75/4.0
   - C or better in any Athletic Training Program Course Requirements (AT Prefixed or other)

B. Clinical Education Progression Requirements
   - Successful completion of initial and mastery proficiencies as described by faculty and preceptors.
     Passing requirements for each proficiency are set at a 70% and more specific passing criteria are posted in the syllabus of each class.

C. Clinical Experience Progression Requirements
   - Positive personal performance evaluation by preceptors, which includes an assessment of clinical skills as well as characteristics of professionalism (i.e. dependability, reliability, etc.).
     - A copy of this instrument as well as a thorough explanation is presented to students during orientation. The instrument describes expectations for both professionalism and patient care skills.

III. **Definitions of Progress Status**

A. In an effort to clarify progression requirements, and/or open dialogue pertaining to student concerns, students will have an opportunity to visit with a faculty member at the beginning of each semester to review this policy and ask questions. Students will sign a form verifying that they understand the policy.

B. Faculty will monitor student progress throughout the semester. Faculty will meet at the end of the semester to determine the progress status of each student relative to the areas of academics, clinical education and clinical experience. Situations may arise during the semester that would require immediate action. There are three progress status levels: normal progress, probation and dismissal.

C. **Normal Progression:**
   - **Purpose of normal progression status:** This status identifies students who meet at least the minimum standards set by the program.
   - Normal progress is awarded to students who MEET all academic, clinical education and field experience requirements as outlined in Part II: Minimum Progression Requirements. These students are permitted to continue into the next semester without restrictions.
D. **Probationary Status (PS):** Students who fail to meet any portion of the academic, clinical education and/or field experience requirements as outlined in Part II: Minimum Progression Requirements, will first be placed on Probationary Status. Probationary status allows the faculty and student an opportunity to address deficiencies and decide if continuation in the program is appropriate. The most common reason for probationary status is failure to meet an academic standard (i.e. receiving a passing grade); however, deficiencies may be identified in any area. Some are more easily addressed (i.e. improving ability to complete proficiency testing) or some may be egregious (causing patient harm). All factors will be taken into consideration in applying this status as well as the terms of the remediation plan.

- **Purpose of probationary status:** The purpose of this status is to identify and document the area of deficiency, determine the cause of the deficiency, and develop a remediation plan in order to help the student return to normal progress (or determine reason and plan for dismissal).

- **When is PS designated:** Probationary status is usually designated at the end of the semester, however, if a deficiency needs to be addressed during the semester, the status may be imposed earlier.

- **Length of time for PS:** For most situations, length of probationary status is one semester, although it could be shorter (i.e. if the deficiency can be addressed before the end of the semester) or longer (i.e. if a student received a D or F in a course that is only offered once a year).

- **Remediation Plan as part of PS:** Plans will vary depending upon the student’s needs and are determined after discussion among faculty and with the student; however, faculty reserve the right to remove a student from the clinical experience or not allow academic progress until the terms of the plan is met. A student will need to recognize that probationary status may lead to an extension of their plan of study (i.e. longer than 2 years).

- **Review and Reinstatement:** At the end of the probationary period, the student’s progress will be reviewed to determine if they will be reinstated to normal progress, continue on probation again or dismissed from the program. This decision will be largely dependent on the terms of the remediation plan and whether the student is acting in good faith to return to full status.

- **Continuation of Probationary Status:** Students who have not met the requirements of their remediation plan after (2) probationary periods may:
  - Be removed from the athletic training coursework and clinical experiences until such time as the student is again in good academic standing (if the student is working in good faith) – OR-
  - Be dismissed from the program.

E. **Dismissal**

- **Purpose of dismissal:** The purpose of this status it to formally discontinue a student’s progress in the Athletic Training Program. The AT program faculty realizes the implications of dismissal on a student’s career path, and therefore will thoroughly review the situation before making this decision. The primary reasons for dismissal include:
  - Student fails to meet the terms of the remediation plan probationary status, particularly after completing (2) probationary statuses and does not appear to be acting in good faith.
  - Student commits an egregious or unlawful act particularly those situations that have potential for harming other students and/or patients.

F. **Reinstatement**

- **After probation:** If a student meets the terms of the probationary remediation plan, he or she will receive a letter designating reinstatement to the program.
- **After dismissal:** If a student wishes to be reinstated after being dismissed from the program, he or she will need to complete the application process to be reconsidered for acceptance.
IV. **Due Process – Notification of Progression Status**

A. Student’s who meet minimum requirements will be notified at their semester meeting of normal progression status.

B. If a student is deficient in one or more areas (academics, clinical education and/or field experience):

1. Faculty and staff will meet to clarify, articulate and document the concern.
2. The program director will articulate, in writing, concerns related to progress deficiencies.
3. The student will be notified by letter within 10 days following the end of the semester (defined by the date when grades are posted); the letter will:
   - State the nature of the concern in objective terms;
   - Request a face to face meeting to include the student and SDSU AT Program faculty;
   - Provide potential options/recommendations for remediation.
4. During the face to face meeting, the student will be able to discuss concerns directly with faculty as well as agreement with options, or suggestions of other options related to remediation.
5. At the end of the meeting, either:
   - A remediation plan/contract will be developed for next semester which will include specific benchmarks that the student will need to achieve, which will include consequences should they not be achieved; OR
   - It will be determined the student will not progress either into the next semester or the next professional year.
6. A letter stating the outcome of the meeting will be drafted and sent to the student. The letter will outline the plan and benchmarks that were mutually agreed upon. This letter/contract will contain signatures of the faculty member and the student.
7. At minimum, the student’s progress will be re-evaluated at the end of the semester.
   - If the student has met the appropriate benchmarks, he or she will be fully re-instated;
   - If the student has substantially met the benchmarks, but for outstanding reasons could not achieve all expectations, a new remediation plan/contract can be developed, following the steps above;
   - If the student has not adequately met the benchmarks, the student will be formally dismissed from the program.

V. **Right of Appeal**

Program: The faculty of the AT Program respect individual rights of the student to appeal the probationary or dismissal status. In cases that can not be resolved at the program/department level, the student can appeal following guidelines established by the Student Affairs Committee and stated in the [SDSU Student Policies Manual](#).