

Additional Important Information

GPA of 2.5 is required to be in any aviation programs. Starting Fall 2018, a “C” or higher will be required for all aviation related courses.

Area A courses

Students must make a C or better in all Area A courses. Courses required for Area A must be completed within students first 30 hours of coursework.

Incompletes

An incomplete grade (I) indicates that the student for non-academic reasons was unable to complete the requirements for a course. For all courses except flight, all outstanding work must be completed before the midterm of the next semester the student is enrolled or by the end of one calendar year if the student is not enrolled. Aviation students enrolled in flight classes have three full terms (including summer) after the semester an I is earned to complete outstanding work, regardless of their enrollment status. If an I grade is not removed from any students record in the defined time period, a grade of F is assigned to the course. Once an I grade is rolled to an F, it may not be changed without the approval of Academic Affairs.

Dropped for Non-payment and waiting list

If you are dropped for non-payment, your original requested courses will go to the bottom of the waiting list. No longer will automatically be re-enrolled into courses.

Withdrawal

Academic Withdrawal

Students may initiate withdrawal from classes through the Student Web Organized Records & Data System (SWORDS) or by submitting a Withdrawal Form to the Office of the Registrar

Before the Withdrawal Deadline

After the Drop/Add period and up to the withdrawal deadline, students may withdraw from a course and receive a grade of “W” (withdrawal without penalty) by correctly following the withdrawal procedure.

After the Withdrawal Deadline

If students withdraw from classes after the published deadline to withdraw with a W grade, a grade of WF (withdrawal with penalty) is assigned. A grade of WF is computed the same as an F in the Grade Point Average.

Withdrawal Limits

Middle Georgia State University limits the total number of courses from which students may withdraw over the course of their matriculation. Students may withdraw from a maximum of 5 courses. **Once students reach the 5 course limit, all subsequent withdrawals will be assigned grades of WF.**

Additional Important Information

Additional Policies

- Students will not be allowed to withdraw from classes during the last two weeks of class.
- The official date of withdrawal is the date on which the student properly executes the withdrawal.
- Students with Learning Support requirements who drop Learning Support classes before the add/drop deadline or do not attend and reported by the instructor as a no-show will be removed from all other classes and withdrawn from the University for the term.

Faculty Initiated Withdrawal from Classes

Faculty **may** initiate a course withdrawal for a student who has excessive absences as defined by the University's Attendance Policy. Faculty who select to withdraw a student for attendance reasons should complete the **Instructor Initiated Class Withdrawal Form (available on the Registrar's Office webpage)** including the last Date of Attendance and provide to the Registrar's Office for processing.

Graduation

Middle Georgia State University sponsors commencement exercises at the end of the fall and spring semesters each year. Students should complete an online graduation application for degree at least two semesters before their expected graduation term. Certificate-seeking students should complete an application for the certificate at least one semester before their expected graduation term. All students must complete the application, \$35 fee, regardless if you plan to walk or not.

Drug Testing

Drug testing is mandatory for the School of Aviation. See MGA policy for details. These are random drug testing.

Emails

Please be in the habit of checking your MGA email regularly. This is the most used form of communication to getting you information that you need or about events going on.

Textbooks

You can find information about textbook requirements on the Campus Store website on our MGA page. Please note that our Eastman bookstore is only open as needed.