

MFT Program Policy on Remediation and Dismissal from the Program

Policy Availability

This policy is available to the public via the link to [Program Handbook and Policies](#) on the [MFT website](#).

Remediation

Even though MFT students are adults, and, as such, ultimately responsible for their coursework and grades, the program has an interest in supporting students who have academic difficulties where assistance is possible.

- I. When a student may be having academic difficulties, as demonstrated by consistent classroom interactions that indicate poor understanding or course assignments that consistently earn grades below “B”, instructors may do the following:
 - Consult with faculty during the monthly faculty review of student progress
 - Refer student to his or her advisor to discuss the extant Plan of Study and explore whether progress in the program needs to be slowed
 - Encourage the student to meet with the relevant faculty member to discuss the academic difficulties

- II. When a student is having academic difficulties, as demonstrated by a final course grade below “B,” in a graduate course(s), this results in a deficiency point(s). The Graduate School sends a warning letter to the student for each earned deficiency point until enough points are accumulated to warrant dismissal, at which point a dismissal letter is sent. Students may be dismissed from the MFT Program if they accumulate ***three or more academic deficiency points***.
 - A “C” = one deficiency point. “C” can be credited toward the degree.
 - A “D” = two deficiency points. “D” cannot be credited toward the M.S. degree and the course must be repeated.
 - An “F” or “WF” = 3 deficiency points. Neither “F” nor “WF” can be credited toward the M.S. degree.

When students earn one or more deficiency points, instructors may do the following:

- Consult with faculty during the monthly faculty review of student progress
- Refer student to his or her advisor to discuss the extant Plan of Study and explore whether progress in the program needs to be slowed
- Encourage student to meet with the instructor to discuss the nature of the academic difficulties
- Encourage student to visit the [Academic Support Center](#) and [explore writing resources for graduate students](#)
- Encourage student to identify a fellow classmate(s) who might be willing to sit with them and discuss the academic area(s) of difficulty

Clinical Work. If a supervisor feels that mental, physical, or personal matters are interfering with the student's assessment and/or treatment of clients, the supervisor will bring the concern(s) to

the attention of the student and may suggest that the student seek professional services (mental or medical) to resolve the issue(s).

However, supervisors will not conduct personal therapy with student supervisees nor will the program require a student to purchase personal therapy. If personal issues, whether physical or mental, generate ethical and/or legal issues with clients or appear to faculty supervisors to interfere with the student's interpersonal relationships with faculty or students, the student's clinical relationship with clients, and/or the student's ability to successfully complete program requirements such as service learning, outreach, practicum, or coursework, such difficulties will be reflected in the student's grade and in the student's progress through the program. In all cases, the instructor of record will do the following:

- Consult with faculty during the monthly review of student progress.
- Refer the student to her or his advisor to discuss the extant Plan of Study and explore whether the student needs to slow progress through the curriculum.

Dismissal

Students can be dismissed from the MFT program in the following ways:

Probationary Status

Applicants who have been admitted to the MFT program on probationary status must maintain an overall 3.0 GPA the first semester (regardless of the number of attempted credit hours). The student may be dismissed if he or she fails to achieve a 3.0 GPA by the end of the first semester. If the student achieves a 3.0 GPA by the end of the first semester, she or he is removed from probationary to “regular” status.

Graduate School Deficiency Point Policy

Earning grades below “B” in graduate courses results in deficiency points. Students may be dismissed from the MFT Program if three or more academic deficiency points accumulate.

Misbehavior and Professional Misconduct

Violation of the AAMFT Code of Ethics, perpetrating or failure to refuse or oppose academic dishonesty or failing to adhere to the Student Code of Conduct or the MFT Diversity Statement, and inappropriate or harmful interpersonal behaviors with faculty, students, the public, or in the classroom may result in dismissal from the program for non-academic reasons.

If dismissed from the program for academic or non-academic reasons, a student must sit out two semesters before applying for readmission. Readmission is not guaranteed and prior academic performance and/or conduct in the program is considered. If readmitted, the student must retake only courses that accrued deficiencies until the number of deficiency points is less than or equal to two. A student cannot take a class more than twice or apply for readmission more than once. The academic program reserves the right to place specific conditions and contingencies on any offer of readmission.

Remediation and Dismissal Pertaining to the Comprehensive Exams I and II

Comprehensive Exam I

The *Comprehensive Exam I* is due midterm of Spring semester. Late exams are not reviewed and must be re-submitted by midterm of the next (Summer) semester. Late applicants cannot register for *MFTH 7600 Practicum in Marriage and Family Therapy* until after successful completion of the Comprehensive Exam I. Students who fail the Comprehensive Exam I must retake it the following semester.

Comprehensive Exam II

Due dates for the Comprehensive Exam II are as follows:

Students Who Started Practicum in the Summer

1. Outline due date: End of Summer semester
2. Comprehensive Exam II deadline: Midterm of the following Fall semester

Students Who Started Practicum in the Fall

1. Outline due date: Two weeks before the last day of practicum of that Fall semester
2. Comprehensive Exam II deadline: Midterm of the next Spring semester

Within 24 hours of a missed due date, students who fail to submit either the outline or the Comprehensive Exam II must submit an email to the faculty clearly indicating the reasons for missing the deadline. The faculty will review the reasons. Only under extenuating circumstances will the faculty accept late submissions. Writing the Exam at the last minute, leaving town for non-emergency reasons, or computer breakdowns/losses, etc. will not be considered acceptable reasons. In such cases, the faculty member will deny the late submission, and the students will be required to wait until the following semester to resubmit the Comprehensive Exam II.

Students who fail the Comprehensive Exam II may re-take the exam one time. The Comprehensive Exam II can only be taken or re-taken while enrolled in either *MFTH 7600 Practicum in Marriage and Family Therapy* or *MFTH 7980 Internship in Marriage and Family Therapy*; thus, students who fail part II must enroll in an additional section of *MFTH 7600* or *MFTH 7980*. Students who fail the Comprehensive Exam II twice will be dismissed from the program.