

## MFT Program Policy on Addressing Academic Difficulties

### Policy Availability

This [Policy on Addressing Academic Difficulties](#) is available to the public via the [MFT Homepage > Accreditation > Policies and Handbook](#).

### MFT Program Policy on Addressing Academic Difficulties

The purpose of this policy is to

- 1.) provide guidance to faculty helping a student who is having academic difficulties
- 2.) inform students about the process that faculty members will follow

### Regular Faculty Review of Students Having Academic or Clinical Difficulties

To forestall students' failing out of the program, MFT faculty members conduct a once-a-month review/discussion of students who are having academic or clinical difficulties. When necessary and appropriate, a [Professional Improvement Plan](#) (PIP) will be initiated.

### Professional Plan Process

The MFT Program abides by the [COEHS Professional Improvement Plan \(PIP\)](#) process that can be found on the COEHS website in the [Resources for Faculty and Staff](#) link.

When a student falls behind in his/her/their work and a faculty member deems the difficulty to be of sufficient severity that the student is at risk of failing a class, he or she will meet with the student, discuss the nature of the difficulties, and together the faculty member and the student will write up a PIP.

The purpose of the PIP is to give structure to both faculty and students as they work together to address students having academic difficulties. The end goal of the [PIP](#) is to enable the student to successfully complete the requirements of the MFT program of study. This process is not intended for issues that are addressed in academic course syllabi or any other university policies (for example, Academic Honesty Policies & Procedures or Student Code of Conduct). Relevant forms may be found by clicking on the a [Professional Improvement Plan](#) (PIP) link found in [Resources for Faculty and Staff](#).

### Related Policies

[Policy on Student Assessment, Grading, Academic Standards, and Regulations](#)

[Policy on Advising](#)

[Policy MFT Student Professionalism](#)

[Policy on Professional Behavior](#)