



UNIVERSITY OF CENTRAL FLORIDA

What is Disciplinary Probation?

Disciplinary Probation through the Admissions Clearance process is a stipulation of admissions to the University of Central Florida. Disciplinary probation places a hold on the student's account until the term of probation is successfully completed. Maintenance of the record of this hold is kept in the Office of Student Rights and Responsibilities.

Admissions Clearance Disciplinary Probation is **NOT**:

- ❖ Academic probation
- ❖ Placed on Transcripts
- ❖ Discipline that follows students once they graduate
- ❖ Reported on applications for higher education or careers
- ❖ In conflict with Financial Aid.

Why am I on Disciplinary Probation through Admissions Clearance?

The reason(s) an applicant receives disciplinary probation through admissions clearance generally include the following:

The applicant has:

- ❖ Not been clear of the criminal justice system for one year or more.
- ❖ Only completed at least half of their court ordered probationary period.
- ❖ Had a history of arrests and convictions.
- ❖ Been convicted of one or more of the following:
 - Possession of narcotics
 - Multiple Alcohol or Other Drugs violations
 - Sexual misconduct
 - Violent crimes
- ❖ Had egregious disciplinary history at a previous educational institution.
- ❖ Been placed on probation with the Office of Student Conduct.
- ❖ Had egregious academic misconduct at the University of Central Florida.

Students placed on Disciplinary Probation through the Admissions Clearance process will be given one of the following based the severity of the incident(s) disclosed:

- ❖ *1 semester disciplinary probation*
- ❖ *2 semesters disciplinary probation*
- ❖ *3 semesters disciplinary probation*
- ❖ *Disciplinary probation for the Duration of enrollment.*

What does being on Probation through the Admissions Clearance process mean?

On Admissions Clearance Disciplinary Probation students:

- ❖ Will have a disciplinary hold placed on your account that will be visible on MyUCF. You will need to request this disciplinary hold be lifted in order to register for classes at (<http://osrr.sdes.ucf.edu/clearances>). This hold is lifted for only **10 days**, may take 2-3 days to process and will stay on for the remainder of your probation. Request the lift only after you have met with your advisor and are 2-3 days away from registration. **The hold will only be lifted for registration and add/drop.**
- ❖ Cannot hold a leadership position in any student or university sponsored organization (However, students can still be involved in student or university sponsored organizations as a general member).
- ❖ Cannot represent the university in any public forum.
- ❖ Must live by the Golden Rule. Failure to abide by Admissions Clearance Disciplinary Probation may result in your immediate removal from all academic coursework and the campus environment. To refer to The Golden Rule, the Rules of Conduct and the Student Conduct Review Process, please visit <http://www.goldenrule.sdes.ucf.edu>.

What if I am on probation and I don't enroll?

If you are recommended to be placed on Admissions Clearance Disciplinary Probation, but you enroll at UCF at a later date, then your situation will be reassessed and Admissions Clearance Disciplinary Probation may be returned to your account. All applications reviewed and evaluated individually.

Additionally if your probation includes summer semesters and you do not attend during the summer semesters the recommendation will extend for the next semester in which you enroll.

Can I be taken off Probation Early?

Yes, upon completion of one semester of admissions clearance disciplinary, you may petition to be removed from probation. Please go to: <http://osc.sdes.ucf.edu/creed> for more information on the CREED Program, eligibility and instructions.

Questions?

Please visit our website at: <http://osrr.sdes.ucf.edu/admissions>. You can also contact the Clearance Specialist at admclear@ucf.edu.