



**College of Education  
Department of Teaching and Leading  
Policy for Dismissal**

The College of Education faculty members believe that the habits and work patterns that are established when an individual is a candidate will be carried over into the work setting in a PreK-12 school. Every effort should be exerted to establish positive patterns of professional behavior, which include behaviors such as, but not limited to, arriving on time for each class or field assignment, notifying the instructor or field supervisor if you will be late or absent, and contacting the appropriate instructor concerning makeup or work missed during an absence. The following can constitute dismissal of a candidate from a College of Education Program:

**A. Academic**

1. Unsatisfactory field evaluation in any education course
2. Disciplinary issues in the classroom
3. Failure to maintain the required grade point average for the program
4. Two interventions

**B. Non-Academic Problems**

- I. Faculty identifies potential candidate problem(s).
  - A. Unprofessional conduct which shall include but not be limited to:
    1. Diverts supplies or equipment for personal or other unauthorized use.
    2. Falsifies or otherwise alters student or personal records.
    3. Engages in conduct unbecoming of an education candidate or detrimental to the best interests of PreK-12 students.
  - B. Willful commission of any act which is a felony under the laws of the state or of the United States or any act which is a misdemeanor under such laws and involves moral turpitude.
  - C. Conduct contrary to standards of the Georgia Code of Ethics or in such a manner as to make his/her practice a danger to students or to the public.
  - D. Inability to perform as a professional educator with reasonable skill and safety for PreK-12 students by reason of illness, excessive use of alcohol, drugs, narcotics, chemicals, or any other type of material or as

a result of any mental or physical condition.



II. Faculty notifies Department Chair and conducts formal Intervention conference with candidate and keeps detailed factual anecdotal notes that are shared with the candidate. Faculty and candidate signatures are required after review of Intervention. → **Resolution** ↓

III. A copy of the Intervention is given to the candidate and Department Chair. The original is placed in the candidate's file.



IV. Faculty conferences with candidate about concerns and presents to candidate a written plan of action with designated time frame for correcting problem. Program Coordinator and Department Chair are kept informed. Pertinent information will be shared with course faculty.



V. Faculty meets with the candidate within designated time frame to assess whether requirements in the plan of action are met. Program Coordinator and Department Chair are kept informed.

→ **Resolution**



VI. If issues persist, then the faculty consults with Program Coordinator and Department Chair. Department Chair meets with Dean of College of Education (or his/her designee).



VII. Program Coordinator and Department Chair meet with the candidate to provide a hearing that allows the student the opportunity to hear and confront evidence and the opportunity to offer evidence. The candidate can have an advisor and up to two parents or family members present for this meeting/hearing. These advisors and family members cannot speak for or on behalf of the candidate, but can advise the candidate during the meeting.

The Department Chair will inform the candidate of the decision and remind them of the appeals process. Any decision can be appealed all the way up to the President of the University. The basis for an appeal is 1) An allegation of a procedural error that may have substantially affected the fairness of the hearing, 2) To consider new information not available during the hearing, or 3) To allege that the finding was inconsistent with the weight of the information.

After the meeting, the Department Chair will provide a follow up e-mail (along with a read and delivery receipt) to the candidate reminding them of the decision as well the appeals process. A copy of this correspondence will be added to the candidate's folder.

VIII. **Administrative Withdrawal/ Administrative Dismissal**

The Augusta University College of Education website is a general guide. The Department Chair and Education Faculty reserve the right to exercise discretionary judgment in the resolution of issues on an individual basis. In cases that are not specifically addressed in this dismissal policy, or in cases with extenuating circumstances, a faculty decision with the approval of the Department Chair will prevail. Candidates have the right to appeal decisions of dismissal from the program. Candidates seeking an appeal of a dismissal decision should follow the Academic Appeals process and/or Academic Grievance Policy as indicated in the Augusta University Catalog.

## **READMISSION POLICY**

1. The candidate who withdraws or is unsuccessful in passing any education course with a minimum grade of “C” for any reason must see his/her academic advisor to indicate a desire for readmission. Candidates who qualify for readmission consideration must submit a letter requesting readmission to the Department Chair **at least one (1) semester** prior to the semester in which readmission is desired.
2. Readmission requests will be considered on an individual basis by the Department Chair with input from program faculty along with the Field Experience Coordinator.

**NOTE: Candidates are allowed only one readmission into an education program.**

If the candidate qualifies for readmission consideration, the Department Chair reviews the candidate’s total academic record and overall performance in the education program. The following factors are used to make the decisions:

1. The information provided in the candidate’s letter requesting readmission consideration
2. Candidate’s academic performance during the last semester in the education program is a highly significant factor. The candidate’s performance in the field is reviewed.
3. The Department Chair may consider any additional information available to them, if the information could have a significant impact on the candidate’s ability to be successful in the program or in the profession. For example: an illness experience during the course of the semester, family crisis, unusual financial hardships during the semester, and/or evidence of patterns of unprofessional or unethical behaviors.

**\*Candidates with more than one unsuccessful attempt (W; WF; F; D) to complete a professional education program will not be considered for admissions into the education program.**

The College of Education reserves the right to deny candidates admission to the education program and/or dismiss candidates from the education program under the circumstance of:

1. Falsification of education application for program admission.
2. Conviction of a felony or crime of moral turpitude.

3. Other moral and legal violations specified in the Georgia law.

The College of Education reserves the right to suspend candidates in an education program under the circumstance of:

1. Arrest for a felony or crime of moral turpitude.
2. Other moral and legal violations specified in the Georgia law or Georgia Code of Conduct.

\*All candidates admitted into the teacher education program must successfully satisfy the requirements for the field components of the education courses to successfully complete the education course. **PreK-12 schools have the right to refuse candidates access to their sites based on information obtained from criminal background checks and/or candidate's performance.** In the event a candidate can not satisfy the requirements for the field component of a course, the candidate will receive a failing grade for the course.