

**CORRECTIVE ACTION PLAN**  
**School Psychology Program**  
**Humboldt State University**

**Student Name:**

**Date of Corrective Action Plan:**

**Date of Evaluation of Outcome of Corrective Action Plan:**

**Overview of a Corrective Action Plan:** A Corrective Action Plan (CAP) is a means by which the School Psychology program can help insure that students are maintaining appropriate development of their professional abilities and that student behavior reflects the requisite high standards of professionalism required for degree completion in the school psychology program.

A CAP is initiated when informal problem resolution efforts have been attempted and have not been successful. The CAP involves placing the student on remedial status to provide an opportunity to correct the deficiencies identified in the CAP.

Three outcomes are possible at the end of the remedial period:

1. the student's remedial status is continued for a defined period of time with a revised CAP;
2. the student is returned to regular status if the CAP is successfully completed; or,
3. it is recommended to the Psychology Department Chairperson and Dean of the College of Professional Studies that the student be dismissed from the school psychology program.

Determination of the outcome of the CAP is made by the School Psychology Program Director in consultation with the School Psychology Program Committee.

**Rationale for Corrective Action Plan:**

**Corrective Action Plan Criteria:**

By \_\_\_\_\_, \_\_\_\_\_ will need to successfully address each of the following problem areas:

(List Area)

Achievement of this criterion will be determined at the end of the remedial period by \_\_\_\_\_.

(List Area)

Achievement of this criterion will be determined at the end of the remedial period by \_\_\_\_\_.

---

I have read the above and understand the \_\_\_\_\_ identified expectations, and I am aware of the three administrative actions possible following the evaluation of the outcome of this Corrective Action Plan.

---

Student:

Date

As reviewed by

---

Francis J. DeMatteo, Ed.D., NCSP  
Director, School Psychology Program  
Humboldt State University

Date