

Summary of Changes to the Undergraduate Academic Regulations

August 23, 2012 **APPROVED BY Faculty Senate Executive Committee, September 12, 2012**

Note: these changes are a function of implementing the regulations into the system, eliminating inconsistencies, and making them parallel to the graduate regulations.

Rationale provided in bold above each proposal.

Proposal 1. We will not be calculating a minor GPA on the transcript and the request for Freshman Forgiveness must be made within the next calendar year.

4.3 Repetition of Courses

Students have a maximum of three attempts to pass a course. [Withdrawals](#) count as an attempt. Once students pass a course taken at AU, they may repeat it one more time unless the repetition exceeds the maximum number of three attempts. The repetition policy applies to a maximum of five courses including those courses repeated under the [Freshman Forgiveness policy](#) during their tenure at the university. Students are responsible for determining any academic or financial implications for repeating courses. In the context of this policy, passing a course includes meeting any stipulations needed to satisfy a university or major or minor requirement. Grades for each attempt are computed in the overall [cumulative GPA](#), but only the highest grade and the credit associated with that grade counts toward the major ~~or minor~~ GPA requirements.

4.4 Freshman Forgiveness

Degree students, during the first two semesters of full-time undergraduate study, may request Freshman Forgiveness for any two courses that have resulted in a grade of C- or lower. Part-time degree students may request Freshman Forgiveness during the first 30 [credit hours](#) of study. **Students must request Freshman Forgiveness within the next calendar year and ~~Students~~they must repeat such courses within the next calendar year or at the first possible opportunity. Only the second grade is computed in the [cumulative average GPA](#), but both courses remain on the transcript. Students may not request Freshman Forgiveness for a course, if they received a sanction ~~of a grade of F~~ for that course due to a violation of the [Academic Integrity Code](#).**

Proposal 2. Athletics Department believes that the word “events” is too broad and subject to misinterpretation (See Proposal 8)

5.8 Academic Probation and Dismissal

Third paragraph:

A student on academic probation may be subject to restrictions as to the load for which he or she may register. Such a student is ineligible to hold office in student organizations or to participate in intercollegiate ~~events~~competitions.

Proposal 3. Did not represent all ways to meet the requirement

8.3 University Math Requirement

Starting with Second Paragraph:

Incoming freshmen may satisfy the University Mathematics requirement in one of the following ways:

- Earning a grade of C or better in one approved AU mathematics courses at the level of MATH-150 or above, or one AU statistics course offered in the Department of Mathematics and Statistics;
- AP Calculus AB or AP Calculus BC score of 4, or 5;
- AP Statistics score of 4, or 5;
- SAT II Mathematics Level II Achievement test score of 650; or
- CLEP Calculus examination score of 75,
- British A-Level mathematics examination with a grade of A or B
- International Baccalaureate higher-level mathematics examination score of 6 or above

~~Transfer students and graduates of secondary schools outside the United States should consult with the Department of Mathematics and Statistics for a list of options that will satisfy this requirement. Transfer students may satisfy the University Mathematics requirement by completing a test as specified by the Department of Mathematics and Statistics.~~

Transfer students and graduates of secondary schools outside the United States may also satisfy this requirement by:

- Passing one of the examinations given by the Department of Mathematics and Statistics which demonstrate competence equivalent to having successfully completed one of the

following courses: MATH-15x Finite Mathematics, MATH-211 Applied Calculus I, or STAT-202 Basic Statistics. Only one of these examinations may be taken and that examination may be taken only once, during the first semester for which the student is enrolled in degree status. Eligible students should contact the Department of mathematics and Statistics for more information about the Mathematics and Statistics Equivalency Examination

or

- Transferring a course named “Calculus I” or a mathematics course for which “Calculus I” is the prerequisite with a grade of B or better from an AG-rated collegiate institution.

The Department of Mathematics and Statistics will specify the appropriate placement of students in Math 100 and 200 level courses or statistics courses.

Proposal 4. Some graduate level courses may be taken for undergraduate credit, but students must follow the Graduate Academic Regulations when taking such courses.

6.5 Exceptions for Undergraduate Enrollment in Graduate Coursework

Undergraduate students may take courses at the 600-level or above when they are accepted into a [combined master's/bachelor's degree](#). Students interested in combined bachelors/masters programs should refer to rules specific to the combined academic program in which they wish to enroll. Students must follow the Graduate Academic Regulations as they pertain to taking such courses. ~~for graduate credit.~~

Proposal 5. Approved by Executive Committee May 21, 2012. Retained decimal representation because some units give half credits.

6. Student Status

*6.1 Designation of Full-time, Half-time, and **Less-than-Half-time** Students*

Students are considered full-time if registered for at least 12 credits hours, half-time if registered for **at least 6 to 11.99** credit hours, and **Less-than-Half-time** if registered for less than 6 credit hours. **This designation applies to fall, spring, and summer, with summer status determined by total credits across all sessions.**

For fall and spring, a typical load for a full-time student is 15 credit hours; however, the flat undergraduate tuition rate applies to a total of 17 credit hours. To register for more than 18 credit hours, students must receive permission from their academic unit.

Proposal 6. Approved by Executive Committee May 21, 2012. We did not have a minimum grade standard for courses taken at another institution.

7.2. Study at Another Institution

Grades for courses taken during a Permit to Study at another institution are not recorded on the AU transcript and are not computed in the [GPA](#); ~~though they~~ [Such courses](#) will not count in the total number of credits needed for graduation [if the grade received is below a 2.0 on a 4 point scale](#). However, students must meet GPA requirements for individual courses taken at other institutions as required for electives or major or minor courses. Students must satisfy any additional requirements provided on the [Permit to Study form](#).

Proposal 7. Replaces language in the undergraduate regs with more recently approved language in the graduate regs. Language should be the same for consistency.

10.3 Combined Bachelors and Masters Degrees

~~A combined bachelor's/master's program involves tentative admission to graduate standing while a student is still an undergraduate so that both a bachelor's and master's degree may be earned. Although graduate standing is not officially granted until all bachelor degree requirements have been fulfilled, students who are admitted to a combined bachelor's and master's program are granted conditional graduate admission so that they may take courses based on their planned Program of Study to fulfill both the bachelors and master degree requirements while still officially enrolled in undergraduate status.~~

~~Students in good academic standing may apply for a combined degree after they have completed 75 earned [credit hours](#) towards their undergraduate degree, and preferably by the end of the semester in which they have earned 90 credit hours. No more than one graduate degree can be earned as a combined degree. Students will be admitted to the combined program at two levels, once for the undergraduate degree and once for the graduate degree.~~

~~Once admitted to a combined program, students must follow their Program of Study, and the Program of Study must show which courses will be applied toward the undergraduate degree and which courses will be applied toward the graduate degree. Once all undergraduate requirements have been satisfied, the student will be officially enrolled in the graduate program if they complete their bachelor's program in good academic standing, and if they meet all University and [academic unit](#) or [teaching unit](#) requirements for admission to the graduate program for the combined degree. Each academic unit or teaching unit sets its own admission standards and procedures for graduate students. Once enrolled in the graduate program, students are subject to the academic regulations governing graduate students.~~

~~Students may count up to 3 graduate credits earned as undergraduates towards the masters' degree for every 9 graduate credits earned that also are required for the graduate degree. For example, a student can share 9 credits for a 30-hour master's degree and 12 credits for a 36-hour master's degree for graduate level courses taken at the undergraduate level.~~

A combined bachelor's/master's program involves tentative admission to graduate standing so that both a bachelor's and master's degree may be earned as the result of a planned program of study. Highly qualified students in good academic standing may apply to a graduate program for a combined degree as soon as they have completed 75 earned credits. With rare exceptions, students will apply no later than the semester in which they have 90 completed credits toward their degree. Admission during the junior year or equivalent allows sufficient time and preparation for curricular sequences and other research experiences that distinguish this option from separate bachelor's and master's degrees. No more than one graduate degree can be earned as a combined degree.

Students will be admitted to the combined program at two levels, i.e., for both the undergraduate degree and the graduate degree.

Once admitted during the junior year, students must follow a prescribed program of work, and their record must show which courses will be applied toward the undergraduate degree and which courses will be applied toward the master's degree. Once all undergraduate requirements have been satisfied, the student will be officially enrolled in the graduate program if they complete their bachelor's program in good academic standing, and if they meet all University and academic unit or teaching unit requirements for admission to the master's program for the combined degree. Each academic unit or teaching unit sets its own admission standards and procedures for graduate students. Once enrolled in the master's program, students are then subject to the academic regulations governing graduate students.

For every 9 required graduate credits earned for the graduate degree while a student has graduate student status, the student may count up to 3 required graduate credits earned as an undergraduate towards the master's degree. For example, a student can share 9 credits for a 30-hour master's degree, 12 credits for a 36-hour master's degree, or 15 credits for a 39-hour or more master's degree for graduate level courses taken as an undergraduate. Individual programs may set lower limits.

Proposal 8. Reference to permanent dismissal is inconsistent with third paragraph in which the student can reapply after one year. Permanent dismissal is defined in fifth paragraph.

~~4.4.~~ 5.8 *Academic Probation and Dismissal*

The Registrar will place students on academic probation when their [cumulative GPA](#) falls below 2.00 or when the Registrar is notified by the [academic unit](#) that a student has failed to meet other conditions for academic progress that may apply in some majors. The Registrar will notify the Student in writing of their academic probation status and of any conditions associated with the academic probation. Conditions that students must adhere to during the academic probationary period may include, but are not limited to, inability to petition instructors for [incompletes](#), successful completion of specific courses, minimum grades in courses, or the overall GPA to be achieved in the academic probation period.

Once placed on academic probation, a student must maintain a minimum semester [GPA](#) of 2.33 and show [satisfactory academic progress](#) towards raising their cumulative GPA to the required level and meeting any other requirements unrelated to GPA, as stated in their notification letter from the Registrar. Students can be placed on academic probation only twice, and for no more than three semesters in total, whether for one or two academic probationary events. After either the two academic probation threshold or three semester period threshold is reached, students will be ~~permanently~~ dismissed from the University.

A student on academic probation may be subject to restrictions as to the load for which he or she may register. Such a student is ineligible to hold office in student organizations or to participate in intercollegiate ~~events~~[competition](#). The student may, however, be permitted to participate in intercollegiate athletics programs as of the end of a session in which the [cumulative GPA](#) is raised to 2.00 (C), even though technically still on academic probation (as when academic probation is stated for a two-semester term). Also, a student may with permission of the student's [academic unit](#) complete the season of any collegiate sport in which he or she is participating at the time he or she falls below a 2.00 cumulative average GPA.

The university will ~~permanently~~ dismiss immediately students whose [cumulative GPA](#), after attempting or completing 24 [credits](#) (excluding courses in which the recorded grade is [W](#)), falls below 1.0 (D).

When dismissing students from the university, the university may give students the option of reapplying for admission after one calendar year has passed from the final day of the session during which the dismissal was implemented, or the university may choose to permanently dismiss students from the university, which means that it will not consider future applications from the student. The type of dismissal will be included in the letter from the [academic unit](#), and recorded by the Office of the Registrar on the transcript. Readmission applications are evaluated based on the total record of the student and consistent with the admission practices in effect at the time of application. A readmitted student is governed by the academic requirements in effect at the time of readmission.

Academic probation and dismissal are permanently recorded on the transcript. An [academic warning](#) is not recorded on the transcript.

Proposal 9. If a student requests a withdrawal after the eighth week of the semester, he or she must provide medical documentation. In light of recent events, DOS requires verification that the student has received the medical treatment before returning to class. DOS cannot pick and choose who should do this, therefore it has to be a consistent policy for all medical withdrawals. The following addition in language will help DOS to enforce this policy.

12.6 Reduction of Course Load Due to Medical Reasons

In the event a student encounters medical difficulties after the eighth week of the semester, it may be possible for the student to obtain permission from the academic unit for a withdrawal from all courses or a reduced ~~reduction of course~~ load. Students must verify their difficulties to the academic unit by following the guidelines for securing a Medical Temporary Leave. Students should provide medical documentation only to the Office of the Dean of Students.

13.2.2 Medical Leave of Absence

A student may petition the academic unit to take a Medical Temporary Leave for up to one year for personal health reasons. The student should provide medical documentation only to the Office of the Dean of Students that supports the requested action. The Office of the Dean of Students will notify the academic unit stating that they have the documentation and whether the documentation supports the petition. If the academic unit approves the petition, it will forward the verification from the Office of the Dean of Students along with the request for the Medical Temporary Leave to the Office of the Registrar. If the academic unit approves the Medical Temporary Leave, students may request from the academic unit a Medical Permit to Study.

Students must petition the Office of the Dean of Students to return from a Medical Temporary Leave or to return from a semester during which they withdrew from all courses or received a reduced load that was approved for medical reasons. The Office of the Dean of Students will provide the academic unit verification when the student is ready to resume studies at the university.