

The University of Toledo 2015-2016 Undergraduate Academic Policies (Excerpted)

Important: Policies are subject to review and modification. Read the complete, current statements of these policies linked on the Undergraduate Academic Policies Website:

<http://www.utoledo.edu/policies/academic/undergraduate/>

Academic Standing

The university expects students to demonstrate satisfactory academic progress towards degree completion. Academic good standing requires a student to maintain a cumulative grade point average of 2.0 or higher on a 4.0 scale each term. . . . The academic progress test required for the awarding of federal financial aid may differ from the university's definition of academic good standing.

Enrollment Status: Fulltime, Part time and Audit

A student's enrollment status is determined by the number of class hours the student is enrolled in credit bearing courses during a semester or during an entire summer term. . . . A full-time undergraduate student is enrolled for a minimum of 12 or more semester hours in credit bearing courses. Full time status may range from 12 to 16 semester credit hours. . . . A part-time undergraduate student is enrolled for fewer than 12 semester hours in credit bearing courses. Audit means a student is enrolled in credit bearing courses but elects not to receive credit.

Class Rank

The university recognizes the role of class rank as part of its definition of satisfactory academic progress towards degree completion. Class rank is based upon the number of semester credit hours earned: Freshman 0-29.9 hours; Sophomore 30-59.9 hours; Junior 60-89.9 hours; Senior 90+ hours.

Academic Dishonesty

The university values responsible and ethical behavior in all academic endeavors. Academic dishonesty will not be tolerated. . . . Students are responsible for knowing what constitutes academic dishonesty. . . . A student found to be academically dishonest by a faculty member may appeal according to the academic grievance policy. [See complete policy for examples and sanctions.]

Academic Grievance

The university recognizes a student's right to due process. . . . Academic grievances are complaints brought by students regarding the university's provision of education and academic services affecting their roles as students. Academic grievances must be based on a university rule, policy, or established practice claimed to be violated.

Academic Forgiveness

Under certain conditions, an undergraduate student who re-enrolls in the University of Toledo after an absence from the university (or any academic institution of higher education) is permitted the opportunity to have his/her academic standing calculated from the point of readmission. Once the student has demonstrated the ability to sustain a satisfactory level of academic performance, all grades of C-, D+, D, D-, F, E, P and WF are forfeited. Grades of A, A-, B+, B, B-, C+, C and PS only will be counted for credit. [See complete policy for specific conditions and restrictions.]

Repeating a Course and Calculating GPA

Students may retake a course. Students who retake a course and earn a higher grade may petition their college to have the first grade excluded from their grade point average computation. All grades, including those for repeated courses, will be included in the determination of eligibility for honors, fellowships, or other distinctions accruing on the basis of GPA. [See complete policy for specific conditions and restrictions.]

Adding and/or Dropping a Course

The university recognizes a student may need to adjust their current schedule of courses to make satisfactory academic progress towards degree completion. The add/drop period for a regularly scheduled academic term will be the first fifteen calendar days of the term. . . . All add/drop dates are available on the academic calendar.

Dual Degrees

The university recognizes a student may want to earn two degrees simultaneously as part of their undergraduate academic experience. Students may earn more than one bachelor's degree or associate's degree or a bachelor's and associate's degree concurrently.

Residency Requirement for a Degree

The undergraduate residency requirement establishes a definition for residency for the awarding of a degree from the university. Residency is defined as the number of credit hours a student needs to complete while enrolled at the university.

Grades and Grading

The policy recognizes the use of grades as a measure of academic standing. A grade will be awarded for a course at the end of each term by the instructor of record to indicate a student's academic achievement in a credit bearing course. [See complete policy for grades and their definitions.]

Priority Registration

The University supports priority registration for specific student populations. Undergraduate priority registration is offered to specific student populations with unique or special needs as determined by the office of the provost, academic affairs.

Graduation with Honors Distinction; Dean's List; President's List

The university recognizes a student who has earned high academic achievement. [See complete policy for criteria.]

Missed Class Policy

The University supports basic protections and reasonable accommodations for students who miss class with excused absences. Students are expected to attend every class meeting of courses in which they are registered. Only in specific, unavoidable situations does the University excuse absences from class.

Confidentiality of Student Records (FERPA)

The university supports a student's right to confidentiality of their records. The Family Educational Rights and Privacy Act (FERPA) of 1974, as amended, (the Act) is a federal law, which requires that a written institutional policy complying with the Act be established and that a statement of adopted procedures covering the privacy rights of students, be published.

Administrative Adjustment for Extenuating Circumstances

In certain extenuating circumstances that occur outside the normal policies and deadlines of the university, discretionary academic adjustments (course drop, withdrawal, or schedule change), medical adjustments, and/or financial adjustments may be granted. [See complete policy for specific conditions and restrictions.]

Credit for Prior Learning

The University of Toledo recognizes the validity of prior learning. College credit will be granted only for documented, authenticated and demonstrated college-level learning outcomes and not for experience alone.