April 15, 2010

Mark A. Emmert, President
Office of the President
Box 351230

SUBJECT: Class B Legislation: University Handbook, Volume Four, Part III,
Chapters 1, 2, 5, 6, 8, 10, and 14 regarding Scholastic Regulations

Dear President Emmert:

This is to inform you that the above legislation regarding Scholastic Regulations went
into effect on April 14, 2010. There were three objections to this legislation. (Approximately
250 objections would have sent this legislation back to the Senate for further consideration.)

Sincerely,

Marcia Killien
Secretary of the Faculty

enclosure

cc: Bruce Balick, Chair, Faculty Senate
    John Schaufelberger, Faculty Council on Academic Standards
    Rebecca Deardorff, Director, Rules Coordination Office
CLASS B LEGISLATION
University Handbook
Volume Four, Part III, Scholastic Regulations

CERTIFIED AS APPROVED:

Bruce Balick, Chair
Faculty Senate

Mark A. Emmert
President

Date: 3/11/2010

Date: 3/22/10

RECEIVED
MAR 22, 2010
SECRETARY OF THE FACULTY
Proposed Handbook Changes Related to Scholastic Regulations
Volume Four, General Information and Selected Rules and Policies
Part III: Scholastic Regulations

Chapter 1, Sections 3, 4, 5 & 6
Chapter 2, Sections 1, 2, 3, 4, 5, 8 & 10
Chapter 5, Sections 1 & 2
Chapter 6, Section 1
Chapter 8, Section 1
Chapter 10
Chapter 14, Sections 2 & 3

Background:

The last major changes to the UW Scholastic Regulations were made in February 2002. To ensure that the regulations reflect current policies and procedures, the Faculty Council on Academic Standards (FCAS) undertook a detailed review and identified numerous revisions that are needed to reflect current policies and procedures.

The University adopted a holistic review process for evaluating undergraduate applications several years ago, but the Scholastic Regulations were not modified to incorporate this new policy. The proposed changes are in Chapter 1.

During Spring Quarter 2009, a faculty member questioned the intent of Chapter 2, Section 1, Part A. As currently written, it restricts guest speakers and visiting scholars from participating in University courses. FCAS reviewed the text and propose that any guests approved by the instructor be allowed to take part in a course.

With the establishment of the College of the Environment and the movement of the Program on the Environment to the new college, an issue has developed in that students currently are not allowed to obtain a single degree with majors in different colleges. To enable students to earn double majors from different colleges, the revised text in Chapter 14, Section 2, Part I was drafted. This would enable students to earn a single degree with double major without the necessity to earn the 45 additional credits needed to earn a second bachelor's degree. To ensure that students graduate in a timely manner, language was drafted for Chapter 14, Section 3 requiring students to pursue a single degree with double major when both majors lead to the same degree objective.

Proposed New Legislation:

The purpose of this Class B legislation is to:

1. Update the Scholastic Regulations to conform with current admission, registration, credit by examination, transfer credit, and graduation policies and procedures.
2. To enable course instructors to invite guests to participate in their courses.
3. To enable undergraduate students to earn a single degree with double major from different colleges.
4. To require undergraduate students to receive a single degree with double major when both majors lead to the same degree objective.

This proposed legislation was approved by the Faculty Council on Academic Standards on December 18, 2009.
PART III: Scholastic Regulations

Chapter 1

ADMISSION

Section 3. Admission to Undergraduate Standing (Washington Residents)

A. Undergraduate programs offered by the University lead to a bachelor's degree. Admission is competitive; students may therefore be admitted when, in the judgment of the University, they appear qualified to pursue a degree program with a reasonable likelihood of success. In making this admissions judgment, the University uses a holistic review process. This process considers such factors as high school grade-point average, nature of courses taken, grade-point average in transferable college level course work, institution(s) attended, level of entry, scores on an acceptable admissions test when required, and personal factors such as school and community service, leadership, overcoming adversity, and family educational and socioeconomic background. Qualified applicants under section B.1 below will be ranked ordered according to their probabilities of obtaining a University grade-point average higher than 2.0. Offers of admission will be extended first to those with the highest probabilities. The Faculty Council on Academic Standards will determine the proportion of admission offers to be made based on ranked probabilities, and the proportion based on a comprehensive review of the application file shall periodically review and approve the holistic review process.

B. Admission to the University is competitive, which means there are more qualified applicants than can be admitted.

When the University is unable to accommodate all who are deemed admissible, the Provost, therefore, in consultation with the Senate Committee on Planning and Budgeting (SCPB), shall determine the distribution of enrollment among allocable places of admission to freshmen, Washington community college direct transfer agreement applicants (DTAs), other college transfer, and post-baccalaureate applicants, as well as the distribution of entrants between residents and non-residents of the state of Washington.

Consideration for admission is assured when the applicant fulfills the requirements in sections 1 or 2 below.

1. Freshman or Transfer Admission.
   The University shall consider for routine admission any applicant who meets the following minimum standards:

   a. Completion of a college preparatory program course of study to include the following high school courses credits:

      4 high school credits course-years of English;
      2 high school credits course-years of a single foreign language;
      3 high school credits course-years of mathematics: algebra, geometry, and preferably trigonometry; (a fourth high school credit year of mathematical analysis or calculus is recommended for students preparing for majors in the sciences or engineering);
      2 high school credits course-years of science including one laboratory science course in biology, chemistry or physics;
      3 high school credits course-years of social studies science;
      1/2 high school credit course-year of the fine or performing arts; and
      1/2 high school credit course-year of electives taken from the above areas.

      Total 15 high school credits course-years of college preparatory course work study.
   *One high school credit represents a standard full year of high school course work.
(S-B 137, June 1981; S-B 150, March 9, 1990; S-B 169, February 2002: all with Presidential approval.)

b. A scholastic and personal record that indicates the applicant is adequately prepared to complete a degree at the University of Washington.

c. Submission of scores on an acceptable admission test such as the SAT I or the ACT, unless the applicant has earned at least 40 reasonably distributed transferable quarter-credits after high school graduation.

2. Direct-Transfer Agreement Admissions.
   Students may also be admitted to the University under the terms of "direct transfer agreements" between the University and individual community colleges of the State of Washington, provided that they satisfy the mathematics and foreign language core-requirements in Subsection 1.a above or the equivalent, college courses. And Students must also satisfy the general education requirements of the a qualifying academic Associate of Arts or Sciences degree.

C. The University in its discretion may consider applicants for non-routine admission who do not meet the above requirements, but are able to submit additional evidence supportive of sufficient promise of benefiting from or contributing to the University's undergraduate programs. Admission test scores may be waived by the Office of Admissions when the applicant's high school and/or college scholastic records indicate a high probability of academic success.

D. Denied applicants may request a second, an additional review of their admission files if they believe an error or omission has occurred. All supportive documentation should be filed with the initial application. Late documents will ordinarily not be considered after the initial decision has been made.

E. Non-matriculated students may be enrolled for credit on a space available basis to pursue limited academic objectives, but they are not admitted to a degree program or to a department, school, or college of the University. Non-matriculated students subsequently admitted in matriculated status must complete at least 45 credits in matriculated status to qualify for a degree.

F. Duplication of Credit. A student may not receive University credit for repetition of work at the same or at a more elementary level, if credit has been granted in an earlier course. This rule applies whether the earlier course was taken in high school or college, and whether, in the latter case, course numbers are or are not duplicated, except that when continuation of previous study is involved (e.g., foreign language), proper placement for credit in University courses shall be determined by the department that presents the subject.

G. The University recognizes the academic and educational benefits of a geographically diverse student body. In order that the University meets its primary obligation to residents of the State, the admissions requirements for out-of-state and international applicants are more restrictive than those of resident applicants. All successful international applicants shall have demonstrated English language competency.


Section 4. Admission to Post-Baccalaureate Postbaccalaureate Study in an Undergraduate College
A. The University gives undergraduate admission priority to applicants seeking a first bachelor's degree. However, a student holding a bachelor's degree from an a regionally accredited institution may be admitted to one of the undergraduate colleges as a postbaccalaureate student to pursue a program leading to a second bachelor's degree or another appropriate objective.

B. An applicant's educational goals, scholastic record and work experience are the primary criteria for admission. Approval of the relevant department concerned and, ordinarily, a grade-point average of at least 2.50 in the junior and senior years of the undergraduate program are required to minimum requirements for admissions consideration.

C. Postbaccalaureate students are not admitted to the Graduate School and ordinarily may not register for courses numbered 500 and above. Courses completed while in postbaccalaureate status normally may not be applied to an advanced degree in the Graduate School.


Section 5. Admission of Nonresidents

A. The University of Washington recognizes the academic and educational benefits to be derived from a geographically diverse student body. In order that the University will be able to meet its primary obligation to residents of the State, the admission requirements for out-of-state applicants are more selective than for resident students, generally requiring higher academic accomplishment. Nonresident sons and daughters of University of Washington alumni, however, are admitted according to resident standards, although they are required to pay the regular nonresident tuition fees.

B. A small number of undergraduates from other countries will be admitted each year, in Summer and Autumn quarters only. Admission offers will be extended to those with the highest qualifications from each country, and all will have demonstrated English language competency through satisfactory performance on prescribed tests.


Section 5.6. Acceptance of Transfer Credit

A. The University of Washington reserves the right to accept or reject credits earned at other collegiate institutions. In general, it shall be is the University's policy to accept credits earned at institutions fully accredited by their respective regional accrediting associations, provided that such credits have been acquired through university-level courses appropriate to the student's degree-curriculum for the student's degree at the University of Washington.

B. The University of Washington will accept in transfer toward a bachelor's degree no more than 90 lower-division credits. After a student has been admitted to a university major, additional lower-division transfer credit may be allowed when:

1. The student requests the credit transfer;
2. The credit transfer advances the student toward an academic degree; and
3. The transfer is approved by the student's academic unit.

C. No more than 135 credits may be accepted in transfer for a bachelor's degree.

D. C. Special examination(s) as defined in Chapter 5, Credit by Examination and Advanced Standing Credit, shall be required to determine the number of credits to be accepted toward the bachelor's degree for independent study, for work with private teachers, and for work done in unaccredited institutions, except as provided in Subsection E below.
ED. Credits earned by a student at an unaccredited institution may be validated by means other than a written examination if the chairperson of the concerned relevant department(s) so decides. Validation of credit without examinations is restricted and subject to the same provisions as validation by examination as defined in Chapter 5, Credit by Examination and Advanced Standing Credit, Section 1, Subsections B, C, D, E, F, and G. Validated credit will be accepted toward the bachelor's degree on the same basis as credits earned by examinations.

F-E. Transfer credits shall be accepted for upper-division credit only when earned at an accredited four-year degree-granting institution.

G-F. Credit may be granted for courses completed in Armed Forces training schools on terms and subject to the limitations set forth in Chapter 8, Armed Forces Training Credit.

G. No more than 135 credits may be accepted in transfer for a bachelor's degree.


Section 6 7. Admission to Graduate Standing

Chapter 2
REGISTRATION

[Additional regulations regarding Enrollment and Registration Procedures are located in Chapter 478-160 WAC. Among the topics included are admission categories, application forms, residence classification, enrollment periods, enrollment procedures, enrollment in courses on other UW campuses, enrollment service fees, credit categories, withdrawals, and information on special programs.]

Section 1. Registration for Residence Courses

A. Registration Required. Students are required to register for any course that they attend. No person, other than guests approved by faculty members participating informally with the approval of the instructor, may take part in a University course in which she or he has not been registered.

B. Medical Examination. All students entering the University in the resident credit program for the first time, or returning to the University after an absence of more than two calendar years, shall be required to submit a completed health history form.

C-B. Credits Allowed per Quarter:

1. Except with the consent of his or her dean, no student shall be registered for more than 20 credits of work or the number called for in the prescribed curricula.
2. For students in the Graduate School, a workload of nine 10 credits per quarter is minimal for full-time status; 12 credits per quarter is considered normal; 15 credits per quarter shall be regarded ordinarily as the maximum. Graduate students who have fellowships, traineeships, or assistantships must register for full-time, 9 10 credits per quarter. Veterans, in order to receive full subsistence allotments, must register per quarter for no fewer than 9 10 credit hours of courses numbered 400 or above.

S-B 173, April 6, 2007 with Presidential approval.
Section 2. Methods of Registration

A. Students register by using MyUW. This is a continuous registration system that is organized into three distinct priority periods that are referred to as periods 1, 2, and 3. Undergraduates cannot enroll in more than 19 credits prior to the beginning of the quarter so that all students will have a chance to develop basic programs. Credits beyond 19 can be added, subject to college restrictions, after the quarter begins.

B. Registration period 1 is designed primarily to accommodate currently registered matriculated students. It occurs during the latter half of the quarter preceding that for which the student is registering excluding Summer Quarter. Registration priority dates are assigned according to the following sequence: disabled students, athletes, students with graduating senior priority status, graduate students, freshmen, seniors, juniors, and sophomores and freshmen.

C. Registration period 2 occurs just prior to the beginning of the quarter and is intended primarily to accommodate new and former students, returning students, and students from other UW campuses, nonmatriculated, and ACCESS students, and tuition exempt faculty and staff.

D. Registration period 3 occurs during the first seven calendar days of the quarter and is intended for registration changes. Students registering for the first time during or after period 3 will be assessed a late registration fee. ACCESS students and tuition exempt faculty and staff may register from the third day through the seventh day of the quarter in period 3. Washington State employees register on the fourth day. Non-matriculating students who attend the University through UW Educational Outreach are registered by the UWEO staff into available courses.

Section 3. Cross-Campus Enrollment

A. Credits are required on home campus before cross-campus enrollment is allowed. Once admitted, freshmen are required to have completed 25 credit hours on their home campus before enrolling in courses on other UW campuses (UW Extension courses are not considered home campus courses). Newly admitted undergraduates above the freshman level of class standing must have completed 15 credits on their home campus before cross-enrolling.

B. Maximum credits allowed per academic year on a campus other than the home campus. A maximum of 15 credits per academic year may be taken on a campus other than the home campus.

C. Maximum number of credits acquired from other UW campuses allowed toward degree. A maximum of 45 credits from a UW campus other than the home campus may be counted toward the degree.

D. Individual petitions for waivers of the credit requirements may be considered by the chancellor, dean, or dean-designee of the degree-granting unit. However, the approval of such a waiver does not oblige the campus unit listing the desired course(s) to grant special consideration for course admission.

Section 4. Late Registration Fee

Except for tuition-exempt and ACCESS students, any student who registers for the first time after period 2 during or after period 3 will be charged a late registration fee.

Section 5. Change of Registration

A. Information on dates and procedures for registration changes is published in the on-line Academic Calendar, printed in the quarterly Time Schedule.
B. No registration charge fees are assessed for changes in registration during periods 1, 2, and 3. A registration change fee will be assessed for changes in registration after period 3.

B. C. Courses may be dropped during registration periods 1, 2, and 3 without charge. A drop/add fee will be assessed after registration period 3. No add/drop. No registration change fees are fee will be assessed for a complete withdrawal from the University withdrawal. However, after the end of period 3, students are charged tuition forfeiture for a complete withdrawal.

C. D. Courses dropped through the first fourteen calendar days of the quarter will not be recorded on the University transcript.
D. E. Courses dropped after the fourteenth calendar day through the seventh week of the quarter will be recorded with a grade of W to be followed by a number representing the week of the quarter in which the drop occurred.

E. F. No courses may be dropped after the seventh week of the quarter unless approved as hardship withdrawal exceptions by the Registrar’s Office. (See this Volume, Part III, Chapter 13, Section 3)

F. G. Courses added after registration period 3 through the third week of the quarter require instructor or departmental approval as determined by departmental policy. After the third week of the quarter the student must have the permission of both the department chair and the instructor. Approval is granted only in very unusual circumstances.

G. H. A course is officially dropped only when transacted through MyUW or when accepted by a representative of the Registrar’s Office. An academic department can request a student to drop a course if the student does not meet publicized departmental attendance requirements.

H. I. Students dropping courses may receive some refund of tuition and fees depending upon the number of credits dropped and the time of the quarter. Students adding courses may be required to pay additional tuition and fees as determined by the fee schedule.

I. J. Proportional schedules will be publicized in the Time-Schedule Academic Calendar for Summer Quarter a, b and full and b terms.


Section 8. Registration for Independent Study-by-Correspondence Courses Distance Learning and On-Line Courses

A. DL-designated courses are posted to the UW internal/unofficial record will be tracked in the internal UW records, but not specially designated the DL designation does not appear on official UW transcripts.

B. UW Educational Outreach provides advising for nonmatriculated students desiring guidance in selection of courses. A matriculated student who wishes to take DL courses should consult with his or her academic advisor before registering.

HB, 1946; S-B 91, with Presidential approval. June 1963; AI May 1972; revised November 1978; revised May 1989; S-B 167, November 26, 2001; S-B 173, April 6, 2007; with Presidential approval.

Section 10. Overseas International Study
The University recognizes that the potential value of an academic experience in another country is great and can make a worthwhile contribution to the degree program of a serious student. For this reason the University has instituted an advisory program to assist the student who wishes to study abroad, and to help him or her evaluate the possibility of transferring credit from abroad. Students who are interested in studying in a foreign country should discuss their preliminary plans with a counselor in the International Programs and Exchanges Office, either the International Services Office or the Foreign Study Office. Every student so inclined should also consult the foreign credential evaluator in the Admissions Office as well as his or her own academic adviser.

The University, in cooperation with other Northwest institutions, offers undergraduate spring and summer study programs in Europe in language (French, German, and Spanish) and in the liberal arts. Opportunities are also available for the student wishing to follow a program of independent study in the country or his or her choice.

Chapter 5
CREDIT BY EXAMINATION
(Except for the Advanced Placement Program of the College Entrance Examination Board)

Section 1. General Regulations Credit by Examination

A. Regularly admitted Matriculated and currently registered students may take examinations described in this section in courses offered by the University to gain credit:

1. For independent study.
2. For work completed with private teachers.
3. For work completed in unaccredited institutions if a formal examination is deemed necessary by the chairperson of the concerned relevant department(s). Provision for validation without an examination is included in Volume Four, Part III, Chapter 1, Section 5 6, Acceptance of Transfer Credit.

B. No one may take a credit examination for a course in which he or she has received credit.

C. All credits secured by examination shall be counted as extension credit and shall be included in the 90 extension credit maximum allowed toward the bachelor’s degree. No credit shall be allowed by examination with a grade less than 2.

D. No student shall receive credit by examination for a course for which the student would not be eligible to receive credit if the course were taken in residence.

E. No student shall be permitted to repeat any examination for credit.

F. No student shall receive credit by examination for lower-division courses in the student’s native language.

G. Credit by examination is not acceptable toward an advanced degree in the Graduate School.

H. The procedure for authorizing, formulating, and conducting credit by examination shall be as follows:

1. A student who wishes to qualify for credit by examination shall apply to the Registrar for a certificate of eligibility. After this certificate has been approved and signed by the Registrar, the student shall present it for signed approval to an instructor responsible for the course in which the examination is to be taken, to the chairperson of the department concerned, and/or to the
dean of the college or school concerned. If such approvals are granted, the student shall then pay the established fee per course to be gained by examination.

2. The department or school shall prepare appropriate examinations and transmit them to the Registrar. The department or school shall submit with each examination any necessary list of authorized supplementary material. Each such list shall be issued to the examination proctors and to the student taking the examination.

3. The chairperson of the department or dean of the school or college shall approve the examination. In general, examinations shall be of sufficient scope to occupy the qualified student a minimum of three hours and a maximum of four hours in a test for a three-, four-, or five-credit courses; and a minimum of two and a maximum of three hours in a test for a one- or two-credit course.

4. The Registrar shall designate a time in each quarter during which all approved examinations shall be given. Such examinations shall be supervised by the Educational Assessment Center or by faculty or designated staff in the offering department.

5. No student shall be permitted to take more than two examinations in three-, four-, or five-credit courses, or more than three examinations in one- or two-credit courses in one day. Should the student plan to take more examinations in that quarter, an additional day may be permitted and arrangements will be made with the Educational Assessment Center.

6. Completed examinations shall be transmitted to the proper college, school or department for grading. Grade reports signed by the instructor and chairperson or dean involved shall be sent to the Registrar for recording.

7. Nothing in this section shall apply to the allowance of credit under the Advanced Placement Program of the College Entrance Examination Board, separate rules for which follow in Chapter 6.2

2 For information on a 1970-73 trial of the College Level Examination Program, call Dr. Thomas Hodgson, Evaluative and Counseling Services.

I. Credit granted through examination is not included in the student's cumulative grade-point average.

Section 2. Advanced Standing Credit

Students who successfully complete advanced level courses (transfer included) in computer science, foreign language or mathematics may request advanced standing (AS) credit for the entry-level course(s) in the course sequence through the Office of the Registrar. To be eligible for advanced standing credit, students must have not been enrolled in the lower-level course at the UW or at another institution. Students may not request advanced standing credit in their native language.

Advanced standing credit is not included in the student's cumulative grade-point average or as UW residency credits.

S-B 93, May 1964; S-B 116, April 1971; S-B 127, December 14, 1976: all with Presidential approval; BR, February 1971; AI, March 1966; AI, March 1972

Chapter 6
ADVANCED PLACEMENT (AP) AND INTERNATIONAL BACCALAUREATE (IB) CREDIT

Section 1. Conditions and Procedures

A. The University of Washington grants advanced placement and/or credit on the basis of performance in the Advanced Placement Program of the College Entrance Examination Board. Student records in the Advanced Placement Program are evaluated by the department or college concerned in consultation with the student and with the Advanced Placement Coordinator.
A. The University of Washington awards college credit (or advanced placement) on the basis of official test score results from Advanced Placement examinations administered by the College Entrance Examination Board. Credit awarding policies are published by the Office of Admissions.

B. The University of Washington also grants advanced placement and/or credit on the basis of performance in placement examinations and procedures established by the departments of instruction for entering students whose high school preparation has brought them to a level considerably in advance of that typically expected of entering students. These procedures must be approved by the Dean of the college in which the department of instruction is located and by the University Curriculum Board. The University of Washington awards college credit on the basis of grades reported on official International Baccalaureate transcripts. Credit awarding policies are published by the Office of Admissions.

C. Credits awarded on the basis of Advanced Placement test scores and/or International Baccalaureate transcripts are subject to the transfer limitations outlined in Volume Four, Part III, Chapter 1, Section 5, items B and G. AP and IB credits included in the transfer credit totals used to determine limitations on lower-division transfer credits and total transfer credits toward a UW degree.

S-B 81, May 1960; S-B 99, January 1967: both with Presidential approval.

Chapter 8
ARMED FORCES TRAINING SCHOOL CREDIT

Section 1. Conditions of Acceptance

A. The University reserves the right to accept or reject Armed Forces training schools credits. It shall be the policy of the University to accept, without validating examinations, such Armed Forces training schools credits as may be determined to be acceptable upon application to the Registrar evaluation of official military transcripts by the Office of Admissions.

B. The maximum number of credits obtainable by acceptance of Armed Forces training schools credits shall be 30.

C. All acceptable Armed Forces training schools credits shall be counted as extension credits and shall be included in the 90 extension credit maximum allowed toward the bachelor’s degree. Acceptable Armed Forces training school credits are also subject to the transfer credit limitations outlined in Volume Four, Part III, Chapter 1, Section 5, items B and G, and are included in the transfer credit totals used to determine limitations on lower-division transfer credits and total transfer credits toward a UW degree.

D. Within a given field of study, no student shall receive Armed Forces training schools credits in subject matter more elementary than that for which he has previously received credit.

E. If a student repeats a course taken at an Armed Forces training school which was accepted for credit at the University of Washington, the University of Washington credit shall be honored and the Armed Forces training school credit shall be canceled.

S-B 65, March 1955: with Presidential approval.

Chapter 10
PHYSICAL EDUCATION

Section 1. Courses and Programs

A. Courses of instruction shall be offered in physical education. Activity course offerings will be designed in keeping with student interests and fitness needs.
B. Student participation in physical education activity will be fostered through emphasis on instruction and on programs of intramural, extramural and club activities.

_S-B 114, with Presidential approval. May 1970_

Chapter 14
GRADES, HONORS, AND SCHOLARSHIP

Section 4. Degrees with University Honors

Degrees with University honors may be conferred by determination of the Registrar and Deans of the Colleges and Schools, following guidelines provided by the Faculty Council on Academic Standards with the confirmation of the Faculty Senate Executive Committee. Transfer students are eligible for honors if they have earned at least ninety approved credits at the University of Washington of which at least 60 are numerically graded.

_HB, 1966 (pg. 118)_

Chapter 14
DEGREES, GRADUATION AND COMMENCEMENT

Section 2. Requirements for the Bachelor's Degree

A. Required Grade Point. To be eligible for the bachelor's degree, an undergraduate student must achieve a minimum cumulative grade-point average of 2.00. Only resident credits and credits from DL courses will be used to compute the graduation grade-point average.

_S-B 113, April 1971; S-B 167, November 26, 2001; S-B 173, April 6, 2007; all with Presidential approval._

B. Required Credits: To be eligible for graduation from the University with the Bachelor's degree, a student shall satisfy all other specific requirements and shall offer a minimum of 180 academic credits.

1. Effective Autumn Quarter 1994, the requirements for graduation shall include:
   a. no fewer than 40 credits of general education courses approved by the appropriate school or college, including no fewer than 10 credits in each of three areas of study: The Natural World, Individuals and Societies, and The Visual, Literary and Performing Arts;
   b. no fewer than 12 credits of writing consisting of 5 credits of English Composition and 2 additional writing-intensive courses (the latter may be satisfied through several options: "W" courses, senior seminars, senior thesis, or courses for which students and faculty contract for a substantial amount of writing);
   c. no fewer than 5 credits of courses devoted to reasoning skills (courses to fulfill this requirement include quantitative, symbolic, or formal reasoning which may be satisfied within the discipline).

2. Courses taken to fulfill the writing, reasoning and major requirements may apply as appropriate to the general education requirements.

_S-B 41, June 1949; S-B 111, June 1970; S-B 142, December 1983; S-B 156, November 1993: all with Presidential approval._

C. Any college may make additional requirements for graduation.

_S-B 15, January 1944: with Presidential approval._
D. Extension Credits: No more than 90 extension credits may be counted toward the bachelor's degree. No more than 45 credits gained in extension courses offered by other institutions may be counted toward the bachelor's degree.

*S-B 105, March 1969: with Presidential approval.*

E. Effective date for graduation requirements:

1. If fewer than ten years have elapsed since a student's admission into her or his major program, she or he may choose to graduate under the major-program requirements in effect at the time of admission, or under any subsequent requirements. The choice shall be subject to approval of the student's departmental chair and dean, according to the procedures established in Section 23-48 of the *Faculty Code*.

2. If a student wishes to obtain a degree after a lapse of more than ten years from the date of admission to the major program, she or he must meet the requirements in effect at the time of graduation unless permission to use an earlier catalog is granted, either as a general policy or expressly for the individual student, by the academic unit (department, school or college) whose requirements are in question.

3. These provisions do not apply to the requirements for teaching certificates, which are prescribed by the College of Education at the time the certificate is to be granted.

*S-B 60, March 1953; S-B 79, May 1958; S-B 157, April 1994: all with Presidential approval.*

F. Time Limit for exceptions to Graduate Requirements: An exception from an all-University graduation requirement which is granted by the Board of Admissions, Scholastic Standards, and Graduation shall be void at the end of two calendar years from the date such exception is granted if all degree requirements have not been completed within that period.

*HB, 1958*

G. Applications for Degrees and Majors: A student should file with the Registrar a written application for his or her degree or major no later than the third Friday of the quarter of in triplicate, four quarters before his or her expected date of graduation. Notice shall be sent to the student. Students shall be notified by the Registrar of the acceptance or rejection of his or her application. Each quarter the Registrar shall transmit the accepted list of candidates for degrees and majors certificates to be conferred at the end of that quarter to the dean of the appropriate college or school for his or her faculty's approval and recommendation to the Board of Regents. The list as approved by his or her faculty shall then be forwarded by such dean to the Registrar with a recommendation to the Board of Regents that all who fulfill their outstanding requirements for graduation will be awarded their respective degrees, majors or certificates. No student shall receive a bachelor's degree, major, teaching certificate, or other certificate unless his or her name appears upon the list approved by the faculty of the appropriate school or college during the quarter in which the degree or certificate is to be granted.

*S-B 74, April 1957: with Presidential approval.*

H. Financial Obligations: All financial obligations to the University must be paid before the student is allowed to graduate.

*HB, 1966*

I. H. Degrees with Minor: departments, schools and colleges are authorized to provide a course of study leading to an undergraduate academic minor. Requirements are within the purview of the department, school or college.
1. The minor shall consist of not less than 25 credits. Interdisciplinary minors are encouraged. Courses taken to fulfill the minor may also apply as appropriate to the general education, writing and reasoning requirements. Completion of the minor will appear on the permanent record.
2. Distance-learning minors (whether entirely new, or a distance-learning version of an existing minor) must be approved by the same process as non-distance-learning minors. Modes of content delivery must be described and approved at all levels, including unit, college, and Faculty Council on Academic Standards.

J. Degrees with Double Major: Some colleges offer a bachelor's degree with double majors. The student's application for such a degree must show both majors and be approved by the major professors of both departments. Both majors will appear on the permanent record. Students may choose to earn bachelor's degrees with double majors. Majors may be earned within the same college or from different colleges. A single degree with double major is appropriate when both majors lead to the same degree objective (e.g., BA or BS). If students desire to pursue double majors, they shall complete all degree requirements in accordance with the satisfactory progress policy (Volume Four, Part III, Chapter 20: Satisfactory Progress). The student must submit an application for each major that is to be approved by the department, school, or college granting the major. Both majors will appear on the student's permanent record.

K. DL course credits: Students may apply a maximum of 90 credits of DL coursework towards the credit requirements for graduation. DL-designated courses are not considered extension credits.

HB, 1966; S-B 156, November 1993; S-B 167, November 26, 2001; S-B 173, April 6, 2007; all with Presidential approval.

Section 3. Two Bachelor's Degrees at the Same Time

Two bachelor's degrees with different majors may be granted at the same time, but the total number of academic credits shall reach a minimum of 45 credits in excess of the number normally required for a first bachelor's degree. Two differently named bachelor's degrees may be granted at the same time, but the total number of academic credits shall reach a minimum of 45 credits in excess of the number normally awarded for the first bachelor's degree. Two bachelor's degrees will not be awarded when both majors lead to the same degree objective (e.g., BS or BA); in these cases a single degree with double major will be awarded. Exceptions to this rule are at the discretion of the dean of the college or school awarding the degree and only on a case-by-case basis; if the two majors are in two different colleges or schools, both deans must approve.

S-B 105, March 1969: with Presidential approval.

Submitted by:
Faculty Council on Academic Standards
February 22, 2010

Approved by:
Senate Executive Committee
February 22, 2010

Approved by:
Faculty Senate
March 11, 2010