

## **Proposed Academic Regulations Revisions**

Below are revisions proposed by the Academic Regulations Committee. The primary purpose for these revisions is "cleaning house" – updating to match current policies and procedures and/or to change the verbiage to clarify the Regulation. Proposed additions appear in bolded, blue font shaded in yellow; proposed deletions appear as strike-through text shaded in orange. Only the sections containing proposed revisions appear below.

Please forward any concerns related to the proposed revisions to David Wing, Academic Regulations Committee Chair – [david.wing@oregonstate.edu](mailto:david.wing@oregonstate.edu) – no later than Noon on Monday, April 8. Concerns may be forwarded to Dave by individuals or on behalf of a committee or council.

All current Academic Regulations are online at <https://catalog.oregonstate.edu/regulations/>

## **Introduction**

Every student is responsible for knowing the academic regulations and for observing the procedures that govern his or her relations with Oregon State University. Unless otherwise specified, these regulations apply to both undergraduate and graduate students. Any questions regarding these regulations that cannot be answered by a student's academic advisor should be referred directly to the Office of the Registrar (B102 KAd). Additional information regarding Graduate School policies should be addressed to the Office of the Graduate Dean (~~A300 KAd~~ **Heckart Lodge**).

Other special problems may involve academic issues such as academic freedom in the classroom or evaluations of a student's academic performance. All students should appeal academic grievances first to the instructor of the course and then to the chair or head of the academic unit in which the course is offered. If the situation is not resolved to the student's satisfaction, an undergraduate student should consult with the head advisor of the college in which the course is offered to obtain further information about appeal procedures of the college or university; a graduate student should consult the dean of the Graduate School regarding academic appeal procedures above the departmental level. (Appeal procedures for other than academic grievances, e.g., grievances regarding student employment, financial aid, housing, discipline, human rights, etc. are outlined in the Student Life Policy and Regulations, which are available on the OSU website under "Student Conduct" or from the ~~Office of Student Leadership and Involvement, 202 Memorial Union~~ **Dean of Student Life**. Some of these regulations pertain to both undergraduate and graduate students. The Graduate School section of this catalog outlines both academic appeal procedures and those relating to the employment of graduate students.)

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## **AR 2: Credit from a Two-Year Institution (Undergraduate Students)**

### **Credit from ~~a Two-Year~~ **Regionally Accredited Institutions** (Undergraduate Students)**

- a. **College Transfer Credits:** Oregon State University accepts for credit toward a baccalaureate degree all college transfer work completed at an Oregon or other regionally accredited ~~community college~~ **institution of higher education** up to 124 lower-division quarter credits. For Institutional Requirements for Baccalaureate Degrees, see AR 25. Students are encouraged to work with the relevant academic unit to ensure that transfer credits meet department and college requirements for the degree. It would be unlikely for an individual student to be able to use all 124 credits toward an OSU baccalaureate degree. Transfer credits and grades are not used in calculating the OSU cumulative GPA. Students who hold OSU-approved direct transfer degrees from Oregon or other regionally accredited community colleges (e.g., the Associate of Arts Oregon Transfer) or who have 90 or more credits accepted in transfer will be granted junior standing.<sup>1</sup> Students who hold OSU-approved direct transfer degrees will be considered to have met the Perspectives and Skills (except WIC) areas

of the Baccalaureate Core. In addition, they must complete the upper-division Synthesis areas of the core. Students transferring from Oregon or other regionally accredited community colleges who do not hold approved direct transfer degrees ordinarily will be given baccalaureate core credit in the Perspectives and Skills area on a course-by-course basis for work that is judged to be equivalent in content.

- c. **Transfer of Professional-Technical Course Credits through Articulation Agreements:** Lower-division OSU credit may be awarded for specific professional-technical community college courses when those courses are validated by articulation agreements with the appropriate OSU department. This may be above the 12 quarter credits of general electives (graded as Pass) allowed when a student is admitted to OSU. Credit will be awarded only upon the recommendation of the appropriate department and college, and approval by the Curriculum Council. Community college professional-technical course work is not equated to upper-division OSU course work. These course credits will count as part of the 124 quarter credits defined in paragraph 2a above. OSU departments who have articulation agreements with community colleges regarding 9community college professional-technical courses shall review the agreements annually and forward a dated list of the articulated community college courses to the Curriculum Council.

### AR 3: Credit from an Unaccredited Institution (Undergraduates)

#### Credit from an Unaccredited a Non-Regionally Accredited Institution (Undergraduates Students)

After three terms of work at Oregon State University satisfactory to the Undergraduate Admissions Committee, a student may request validation of work done in a non-regionally accredited institution of collegiate rank. The committee will consider each petition separately and base its decision on all information available. In some instances, informal examinations by the departments concerned may be required. Credit for transfer of professional-technical work will be awarded in accordance with paragraphs AR 2, b and c.

### AR 7: Maximum and Minimum Registration

1. a. Up to and including 24 credits when a student has completed in their most recent term at least 12 credits in courses other than those graded P/N and S/U with a grade-point average of 3.00 or better in their most recent term or when a student has filed with the Registrar a petition approved by their advisor and college dean (or head advisor).
2. b. The following FTE and credit allowances are permitted for graduate students holding an academic appointment. **Appointees on graduate assistantships of .30 to .49 full-time equivalent are limited to a maximum of 16 credits per term.**

FTE	Credit
.15 to .29	15
.30 to .50	12

~~Appointees on graduate assistantships are limited to the above credits during each term.~~

### AR 9: Admission to Class

- a. ~~Instructors will receive lists of students in their classes within two days after the opening of the term. Subsequent lists will include the names of later registrants.~~ **Students whose names appear on class rosters are officially registered; others must complete their registration for admission to class.**
- b. If it is anticipated that the demand for enrollment in a given course will exceed the maximum number that can be accommodated, the department offering the course may designate it in the *Schedule of*

Classes with the code "NSHD" (no-show-drop). A student who is registered for such a course who attends no meetings of the course during the first five school days of the term may be dropped from the course by the instructor, unless the student has obtained prior permission for absence. If such action is taken, the instructor will send written notice through the department to the Registrar's Office, which in turn will notify the student that the course has been dropped from his or her schedule. Students should not assume they have been dropped unless they receive notification from the Registrar's Office. **notify, through the department, the Office of the Registrar, which in turn will drop the student from their course. Students are responsible for confirming their course registration online.** No fee will be charged.

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### AR 10: Eligibility

1. For student activities, students are responsible for following the Student Life **Policies (found in University Policies and Standards).**

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### AR 12: Withdrawal from Individual Classes

Any student may withdraw from a maximum of 12<sup>1</sup> individual OSU credit-bearing classes throughout their undergraduate career<sup>2</sup> at OSU<sup>3</sup>. Any student may petition for an exception from this limitation if the justification for withdrawal is clearly associated with circumstances beyond the student's control. Withdrawal from a class with a W grade begins after the drop deadline, which is the first full week of classes, and continues through the end of the seventh full week of classes. After the seventh full week of classes, students are expected to complete the program attempted and will receive letter grades (A, A-, B+, B, B-, C+, C, C-, D+, D, D-, F, S, U, P, or N) for all classes in which enrolled unless they officially withdraw from the term. Procedures for withdrawal from individual classes can be found on the Office of the Registrar website.

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### AR 13: Withdrawal from the Term

- c. Undergraduate Planned Educational Leave Program. The Undergraduate Planned Educational Leave Program (PELP) is a voluntary, temporary, planned interruption or pause in a student's regular, full-time education. Its purpose is to enhance an undergraduate student's prospect of successful completion of their academic program. The PELP provides one opportunity<sup>1</sup> for a student to arrange a voluntary absence for as many as six consecutive regular academic terms. **The six consecutive terms do not include summer (i.e. fall, winter, spring, fall, winter, spring).** The PELP is designed to allow a student to pursue other activities that will assist them in clarifying their educational goals, such as job opportunities and experiences away from campus, military deployment, time to resolve personal or medical problems, or other similar pursuits. The PELP allows an undergraduate student to temporarily suspend their academic work for a period of time (in accordance with AR 13a and 13b), and resume their studies with minimal procedural difficulties. The PELP \$25 non-refundable application fee allows an undergraduate student to maintain their official standing as a student at OSU and reserves the student's right to keep their original academic catalog<sup>2</sup> active during their absence. Beginning with the 2011-2012 academic year, all OSU undergraduate students<sup>3</sup> are eligible to request leave through the PELP. The university reserves the right to consider a student's current academic standing and any existing student conduct issues prior to approving the voluntary PELP leave request. Students who withdraw from OSU prior to the 2011-2012 academic year and who are away from campus for four or more consecutive regular academic terms (not including summer terms) must re-enroll with OSU to re-establish their relationship as an OSU student and their academic catalog will be reset to the academic year they return to OSU.
- d. **Graduate Approved Leave of Absence. Regular and family medical leaves of absences are available to graduate students in good standing who need to suspend their studies. Students will work with their major professor, program administrator, and the Graduate School to arrange authorized leaves. While on leave, students will not use university resources, including, but not limited, to: library and lab resources; time with the major professor, either in person or through another form of communication.**

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## AR 18: Alternative Grading Systems

- a. Satisfactory/Unsatisfactory (S/U)
5. Election of S/U grading for a course shall be known only to the student and the academic advisor. Instructors shall enter ~~on grade forms~~ the traditional letter grade (A-F) earned. Automatic conversion to S grades and U grades will be made in the Registrar's Office **of the Registrar**. Grades **A grade** of I, **Incomplete**, ~~or W~~ may be assigned wherever appropriate.
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## AR 22: Satisfactory Academic Standing (for Undergraduate Students)

### Satisfactory Academic Standing (for Undergraduate **and Post-Baccalaureate** Students)

4. **Reinstatement to the University:** Suspended students will be considered for reinstatement to the university after two years or completion of a minimum of 24 quarter credits of transferable college-level work at ~~an~~ **a regionally** accredited college or university, with a GPA of 2.5 or above.
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