

ACADEMIC POLICIES

The policies listed below are general policies for The University of Toledo. Students should consult their advisors for college-specific academic policies.

University Policy Website (<https://www.utoledo.edu/policies/>)

The University of Toledo Policy Website is a compilation of relevant policy, operational procedures, governing documents and handbooks of The University of Toledo. The purpose of the policy website is to ensure faculty, staff, and students have ready access to policies. It is the responsibility of the UT community, including faculty, staff, and students, to familiarize themselves with the policies and comply with the University policies that affect them.

General and Undergraduate Academic Policies (<https://www.utoledo.edu/policies/academic/undergraduate/>)

- 3364-71-01 Academic Standing
- 3364-71-02 Enrollment status: full time, part time, and audit
- 3364-71-03 Class Rank
- 3364-71-04 Academic dishonesty
- 3364-71-05 Academic Grievance
- 3364-71-06 Academic forgiveness
- 3364-71-07 Repeating a course and calculating GPA
- 3364-71-08 Adding and/or dropping a Course
- 3364-71-09 Dual Degrees
- 3364-71-10 Residency requirement for a degree
- 3364-71-11 Grades and grading
- 3364-71-12 Priority registration
- 3364-71-13 Graduation with honors distinction; Dean's list; President's list
- 3364-71-14 Missed class policy
- 3364-71-15 Confidentiality of student records (FERPA)
- 3364-71-16 Administrative adjustment for extenuating circumstances
- 3364-71-17 Credit for prior learning
- 3364-71-18 Veteran and service members support and assistance
- 3364-71-19 Posthumous degree awards
- 3364-71-20 International baccalaureate diploma
- 3364-71-21 Diploma replacement
- 3364-71-22 Semester academic calendar and academic year
- 3364-71-23 Academic credit hour
- 3364-71-24 Military Veterans Benefits Management
- 3364-71-25 Independent Study Courses
- 3364-71-26 Internal Surveys
- 3364-71-27 Classroom Attendance
- 3364-71-28 The University of Toledo SROTC housing financial offset incentive policy

Graduate Academic Policies (<https://www.utoledo.edu/policies/academic/graduate/>)

- 3364-71-15 Confidentiality of student records (FERPA)
- 3364-71-18 Veteran and service members support and assistance
- 3364-71-19 Posthumous degree awards
- 3364-71-21 Diploma replacement
- 3364-77-01 Graduate student academic dishonesty
- 3364-77-02 Graduate student academic grievance

- 3364-77-04 Graduate student leave of absence
- 3364-77-05 Graduate Student Enrollment Status: Full time, part time and audit
- 3364-77-06 Transfer of credit to graduate degree
- 3364-77-07 Graduate Missed Class Policy

Full-Time Status (<http://www.utoledo.edu/policies/academic/undergraduate/pdfs/3364-71-02%20Enrollment%20status.pdf>)

A full-time undergraduate student is enrolled for twelve (12) or more semester hours in credit-bearing courses in a term. Full-time students are encouraged to take 15 credit hours to complete their degree in a timely fashion, and are permitted to take up to 20 credit hours without any additional approval. Students seeking academic overload for 21 or more hours must receive approval according to the procedure set by their college. A student must be enrolled through the university's official registration and enrollment information system in order to receive transcribed credit for any course. A part-time undergraduate student is enrolled for fewer than twelve (12) semester hours in credit-bearing courses in a term.

Class Rank (<http://www.utoledo.edu/policies/academic/undergraduate/pdfs/3364-71-03%20%20Class%20rank.pdf>)

Class rank is based upon the number of semester hours completed and is determined as follows:

Rank	Hours Earned
Freshman	0-29.9 hours
Sophomore	30-59.9 hours
Junior	60-89.9 hours
Senior	90+ hours

Course Numbering System

University course numbers follow this system:

Undergraduate	
0500-0990	Non-degree credit
1000-1990	Primarily for freshmen and sophomores
2000-2990	Sophomores, juniors and seniors
3000-3990	Juniors and seniors
4000-4990	Advanced undergraduates
Graduate	
5000-5990	Master's level
6000-6990	Advanced master's level
7000-7990	Doctoral level
8000-8990	Advanced doctoral level
9000-9990	College of Law

Credit for Repeated Courses

Credit for any repeated course will apply only once toward degree requirements. Grades for all attempts at the course will appear on the student's official academic record (official transcript) and will count toward the GPA, unless the grade has been replaced for

purposes of calculating the GPA. See the policy on GPA Recalculation for Repeated Courses (http://www.utoledo.edu/offices/registrar/student_records/gpa_recalculation.html). Visit the Office of the Registrar (http://www.utoledo.edu/offices/registrar/student_records/gpa_recalculation.html) for additional details.