

ACADEMIC POLICIES

Students in the College of Engineering are subject to the general regulations that apply to all students enrolled in The University of Toledo. Refer to the **UToledo Policy website** (<http://www.utoledo.edu/policies/academic/undergraduate/>) for academic policies that apply to all undergraduate students. The following policies apply to undergraduate students enrolled in the College of Engineering.

Bachelor of Science Degree Requirements

A total of 128 hours of course credit is required for all Bachelor of Science degree programs offered by the College of Engineering, not including co-op hours. To obtain a degree in an undergraduate program, students must have the proper number of credit hours in courses required for the curriculum, a minimum overall cumulative GPA of 2.0, and a minimum GPA of 2.0 in the student's major. When a course is repeated, only the grade the last time a course was taken is used in the calculation of the major GPA.

All Bachelor of Science degree programs offered by the College of Engineering have a common structure of mathematics, basic sciences, humanities/fine arts, social sciences, multicultural studies and engineering topics. A minimum of three semesters of co-operative education are required for all seven Engineering Science degree programs, and are optional for all five Engineering Technology degree programs. Engineering Technology students that opt to pursue the co-op program must complete a minimum of three semesters of co-op.

The required curriculum and recommended course sequence for each program is presented on the website of the department offering that program. These curricula permit the student to complete the Engineering Science degree requirements with co-op in five years and the Engineering Technology degree requirements without co-op in four years.

After 100 hours have been attempted, students should obtain a degree audit from the myUT portal to formulate plans for completion of the program and to receive degree approval of the Associate Dean of Undergraduate Studies. Preparation of the final semester schedules should be completed to insure that all degree requirements will be met. Application for graduation should be made to the via the myUT portal before the published deadline, in accordance with the procedures noted on the Registrar's website (<http://www.utoledo.edu/offices/registrar/graduation.html>).

DEGREE AUDIT REQUIREMENT (DARS)

The Degree Audit Reporting System is an automated record that contains all of a student's graduation requirements and tracks that student's progress toward meeting those requirements. Degree audits are available to students upon request from the Office of Student Retention and Academic Success and online through the myUT portal Student Self-Service. Students are encouraged to keep current degree audits for their personal use and to discuss their degree audits with their academic advisers.

Class Rank

Class rank is determined as follows:

- Freshman: 0-29 earned hours
- Sophomore: 30-59 earned hours
- Junior: 60-89 earned hours
- Senior: 90+ earned hours

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EVALUATION OF TRANSFER COURSES

The College of Engineering Office of Undergraduate Studies assists in the evaluation of engineering coursework based on course equivalencies determined by the appropriate academic unit as coordinated through the Registrar's Office. In many cases, courses from other universities/colleges have been pre-approved for equivalency and will transfer with confirmation. The evaluation of non-engineering coursework is coordinated by the Registrar's Office and completed by the appropriate corresponding college.

Pass/No Credit Option

Engineering students do not have the option to take any coursework on a pass/no credit basis.

Repeated Courses AND GPA Recalculation

Students may repeat a previously attempted course. If the grade in the repeated course is higher, the student may petition the college in which the course is taught to have the initial grade excluded from the overall GPA calculation. There is a limit of 18 total credit hours eligible for GPA recalculation; please see the GPA Recalculation policy (<http://www.utoledo.edu/policies/academic/undergraduate/pdfs/3364-71-07%20Repeating%20a%20course%20and%20recalculation%20of%20GPA.pdf>) for details. Note that all grades, including those for repeated courses, will be included in the determination of eligibility for graduation honors, fellowships, or other distinctions awarded on the basis of GPA. However, when a course in the major is repeated, only the grade the last time the course is taken is used in the major GPA calculation as described in the Bachelor of Science Degree Requirements section above.

Required Academic Performance

All students are expected to maintain a minimum cumulative GPA of 2.0. A student who achieves a cumulative GPA below 2.0 will be placed on probation and is expected to achieve a term GPA above 2.0 during subsequent semesters in order to achieve a cumulative GPA above 2.0. A term GPA below 2.0 while on probation could lead to suspension or dismissal as described in the Academic Standing (<http://www.utoledo.edu/policies/academic/undergraduate/pdfs/3364-71-01%20Academic%20standing.pdf>) policy.

Readmission from suspension or dismissal

Suspended or dismissed students must submit a written petition to the Associate Dean of Undergraduate Studies in order to gain readmission after the term of suspension or dismissal has been completed. Readmission decisions will be made by the Associate Dean of Undergraduate Studies in conjunction with the Undergraduate Program Director of the degree program to which the student is requesting readmission. Readmission petitions must be received before 5 pm on July 15th for Fall readmission, before 5 pm on November 15th for Spring readmission, and before 5 pm on April 1st for Summer readmission.

Note that there are no appeals to receive an early readmission to the College of Engineering following a suspension or dismissal. Readmission petitions will only be considered after the full suspension or dismissal term has been served.