

UNIVERSITY OF BALTIMORE  
**Academic Policy Cover Sheet**

(See Process for Academic Policy Development, Revision or Discontinuance)

<b>INITIATING GROUP / UNIT:</b> LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input type="checkbox"/> UFS <input type="checkbox"/> Office of the Provost <input type="checkbox"/> LDEIC <input checked="" type="checkbox"/>
<b>CONTACT NAME:</b> <i>Oblak / Potthast</i> <span style="float: right;"><b>PHONE:</b> 5260 / 5342</span>
<b>POLICY TITLE:</b> <i>Student Status</i>
<b>APPLIES TO:</b> LAW <input type="checkbox"/> MSB <input checked="" type="checkbox"/> YGCLA <input checked="" type="checkbox"/>
<b>SPECIFIC PROGRAM</b> (if applicable):
<b>PROPOSED IMPLEMENTATION DATE / SEMESTER:</b> <i>Fall, 2007</i>

<b>Box 1: ACTION ITEM</b> (check appropriate box)	DOCUMENTS REQUIRED (see box 2 below)	REVIEW / APPROVAL SEQUENCE (see box 3 below)
<input type="checkbox"/> 1. New Policy	AB – others as appropriate	ABCDE – varies
<input checked="" type="checkbox"/> 2. Policy Revision	AB – others as appropriate	ABCDE – varies
<input type="checkbox"/> 3. Discontinuance of Existing Policy	AB	ABCDE – varies

<b>Box 2: DOCUMENTATION</b> (check boxes of documents included) (may include documents in addition to required ones)			
<input checked="" type="checkbox"/>	A. AP Cover Sheet (this document)	<input type="checkbox"/>	D. Additional Forms (as may be needed to support procedures)
<input checked="" type="checkbox"/>	B. AP Proposal Summary	<input type="checkbox"/>	E. Samples of Similar Policies
<input type="checkbox"/>	C. Procedures (as appropriate)	<input type="checkbox"/>	F. Other (please list)

<b>Box 3: REVIEW / APPROVAL SEQUENCE</b>	SIGNATURES (as appropriate)	DATE
A. School / College Dean	<i>Susan Zacher</i>	3/29/07
B. Policy Coordinator	<i>David Levine</i>	4/4/07
C. Academic Policy Review Committee Chair (UFS subcommittee--CRC)		
D. University Faculty Senate Chair (UFS option)	<i>Fred Guy</i>	4/11/07
E. Provost and Senior Vice President for Academic Affairs	<i>Prodrick Marshall</i>	4/13/07
F. Attorney General's Office	Signature not required. If AG review is necessary, the date of approval may be received via e-mail and would be added by the Policy Coordinator.	
G. 10-Day Open Comment Period		
H. President		
I. USM / Board of Regents – approval	Signature not required. If USM review is necessary, the date of approval would be added by the Policy Coordinator.	

## Academic Policy Proposal Summary

INITIATING GROUP / UNIT: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input type="checkbox"/> UFS <input checked="" type="checkbox"/> Office of the Provost <input type="checkbox"/>
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SPECIFIC PROGRAM (if applicable):
PROPOSED IMPLEMENTATION DATE / SEMESTER: <i>Fall, 2007</i>

I. Statement of Purpose:

*To update policy to accommodate FSP and improve current policy statements.*

II. Policy (including authority for policy waiver, exclusions, or sanctions, if any) can be attached if too lengthy for this box.

Attached.

III. Reason(s) for Proposed Policy

*To update policy to accommodate FSP and improve current policy statements.*

## Academic Policy Proposal Summary (Page 2)

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CONTACT NAME: <i>Oblak / Potthast</i> PHONE: <i>5260 / 5342</i>
POLICY TITLE: <i>Student Status</i>
PROPOSED IMPLEMENTATION DATE / SEMESTER: <i>Fall, 2007</i>

IV. Current Policy (if proposal is a revision or discontinuance), including date of adoption if available, can be attached if too lengthy for this box.

Part of the current policy is contained under Nondegree Status policies in the Academic Policies section of the Undergraduate catalog.

See specifically: Nondegree Status (2006-2008 UG catalog, pg 33).

V. Other (who was consulted, definition of terms, etc.)

- Reviewed by members of academic advising staff CLA & MSB
- Reviewed by LDEIC

## **Student Status (March 9, 2007)**

### **Definition of First and Second Year Program Student (New pg 33)**

All students who have 0-24 undergraduate credit hours of college level courses will be part of the First and Second Year Program. Those who have earned more than 24 but fewer than 45 credit hours of college level courses and have not been accepted into a major will also be part of the First and Second Year Program.

### **Definition of Class Standing (New pg 33)**

First-Year: 0-29 credit hours, Second-Year: 30-59, Junior: 60-89 and Senior: 90 or more

### **Good Academic Standing**

*Good Academic Standing will be a GPA of 2.0 or better.*

### **Official Acceptance to Major (New)**

Students are required to indicate an intended major when they apply for admission to the university. They are encouraged to formally declare a major after they have completed 24 credits, and they must do after they have completed 45 credits. In order to declare a major, students must complete the necessary forms, available at the First and Second Year Program office.

### **Non-Degree Status (Modification pg 23 & 33)**

Non-Degree students may take a maximum of nine credits per semester (maximum of six during the summer semester), not to exceed a total of 24 credits at UB. Non-degree students will need to apply for admission if they want to change status to degree seeking.

### **Registration for Audit Courses (Modification pg 32 & 37)**

While the University does not encourage students to register for courses on an audit basis, under special conditions and with the written permission of the appropriate dean or FSP director, a limited number of students may be permitted to audit a course on a space-available basis. There is no credit awarded for an audited course and there is no reduction in tuition or fees. An audited course is awarded a grade of AU (see page xx). Students may not change from audit status to grade status, or the reverse, without the written permission of the appropriate dean or FSP director. In no case will a change in status be made after the end of regular registration.

### **Grade for Audit Courses (Modification pg 32 & 37)**

AU: audit – indicates registration only. There is no credit awarded in this option.