Academic Terminology

Scheduling Terminology

**Enrollment Appointment**: the day and time when a student may use online self-enrollment to select their classes for the upcoming semester.

**Add/Drop Period**: You may add or drop individual classes, or drop all of your classes, using self-enrollment at any time during your enrollment period prior to the deadline. You will not be charged tuition for classes that you drop during this period.

**Resignation**: Dropping all your courses during add/drop period through self-enrollment or the Student Appeals Office. All of your charges and fees will be canceled. Resignation past the add/drop period must be done through the Student Appeals Office, and your charges may be prorated.

**Withdrawal**: After the end of the add/drop period, you may withdraw from individual classes through the end of the ninth week of the term. To do so, you must complete a Monitored Withdrawal request form. You will receive a W grade for the class and be charged full tuition for the class.

**Restrictions**: Can be placed on your account by a variety of University offices. If you have a restriction, you will be referred to the appropriate office to resolve the matter before you can enroll or transact any University business. Types of restrictions include academic, missing data, disciplinary, high school transcript, advising, immunization, and financial.

**Full-time/Part-time**: Students registered for less than 12 credits are considered part-time.

Academic Standing Terminology

**Grade Point Average (GPA)**: The grade point average is an indicator of the level of academic achievement. It is used to determine academic standing and to establish eligibility for honors. The GPA is computed by dividing total quality points earned by total number of credits attempted. For example, an A in a 3-credit course is worth 12 quality points (4.0 points x 3 credits = 12 quality points). The official GPA is determined in the Office of the Registrar.

All academic scholarships require students maintain a 3.0 overall GPA.

**Good Academic Standing**: A student is in good academic standing so long as both the GPA in the previous term and the cumulative GPA are 2.00 or higher. Note: Minimum GPA requirements for some programs may be higher than 2.00.

**Academic Probation**: If the GPA for a given term is below 2.00, or if the cumulative GPA is below 2.00, a student is placed on academic probation.

**Satisfactory Academic Progress**: A student placed on academic probation must maintain satisfactory progress toward a degree in order to avoid suspension. Satisfactory academic progress is defined as a 1.00 or higher for first-term freshmen and a 2.00 or higher for all other students.

Course Terminology

**Grades**: Various grades are given that carry no quality points (will not count towards your overall GPA)

**G**: Unfinished course work; Class work unfinished because of extenuating personal circumstances

A "G" grade is given by an instructor when class work is unfinished because of extenuating personal circumstances. When given a "G" grade, you are usually instructed to complete some clearly defined work (e.g. a final examination paper) within a specified period of time. The "G" must be completed no later than one year after the term or session in which the class was taken. You should not request or be given a "G" grade if, in actuality, you need to repeat the course. See "Course Repeat" for more information.
Once the deadline has passed, a "G" grade will remain on your record and you will be required to register for the class again, if the class is needed to fulfill requirements for graduation. Contact your instructor for details regarding the issuance of a "G" grade.

**H:** Honors; (exceptional) completion of class requirements

**I:** Incomplete; Incomplete class work due to the nature of the course, clinical work, or incomplete research work in individual guidance courses or seminars. An "I" grade is also issued by the instructor, and differs from a "G" grade. It is issued in the case of ongoing study such as incomplete research, work in individual guidance classes, clinical work or seminars.

**N:** Audit; Non-credit. "N" grades do not count toward a student's degree, grade point average or academic progress for purposes of financial aid eligibility.

**NC:** No Credit

**R:** Resignation; Student resigned from the University for this term

**S:** Satisfactory; Satisfactory completion of class requirements

**U:** Unsatisfactory; Unsatisfactory completion of class requirements

**W:** Withdrawal

**Z:** Invalid grade; Invalid grade reported

**Course Repeat:** When you repeat a class, you must officially enroll and pay for the class again. University policy prohibits any student from attending a class without being officially enrolled for that class. A repeated course, has a notation appearing underneath the previous course taken designating it has been excluded from the GPA. The course and grade remains on your record/transcript. You should consult your dean's office for the proper procedure to follow for repeating a class and for information on how this will affect your grades and the calculation of your Grade Point Average (GPA).

**Requisites:** Some courses have special requisites that prohibit some students from registering for them.

**PREQ** - A course or courses that must have been taken and passed in a previous term. In-progress courses will fulfill the prerequisite.

**CREQ** - A course that must be taken during the same term as the course for which you are trying to register or has been taken and passed in a prior term.

**LVL** - Based on units in-progress or completed. For example, Junior, Senior, Greater than Freshman

**PROG** - the school in which you are enrolled. For example, UA-S (Dietrich School of Arts and Sciences), ENGR (Swanson School of Engineering).

**PLAN** - Your major, minor, or certificate. For example, History Majors, Music Minors, or Global Studies Certificate

**MIN GPA** - Some courses require a minimum overall Grade Point Average to enroll.

**MIN GRADE** - Some courses that are required as a prerequisite must have been passed with a minimum grade if the course has been completed. If you are currently taking the prerequisite courses you may still enroll in a course that has a minimum grade requirement.