

University Degree Requirements, Graduation, and Commencement

University Degree Requirements

UIC has several degree requirements that apply to all students pursuing an undergraduate degree, regardless of major. University degree requirements serve as minimum standards; many colleges set higher standards than the minimum required by the University. A student must always fulfill the degree requirements outlined by the major college.

University degree requirements bring a level of consistency and quality to all undergraduate degrees awarded at UIC. By setting standards that are met or exceeded by the colleges, the University ensures the integrity of all the degrees it awards.

University degree requirements include the following:

- General Education Requirements (see the *General Education* section of the catalog)
- Grade Point Average Requirement
- Enrollment Residence Requirement
- Semester Hour Requirement

The minimum University degree requirements are outlined below. **Important Note: Students should consult their college section of the catalog for specific information on how to meet the degree requirements set by the college.**

General Education Requirements

Students should consult the *General Education* section of the catalog for a complete description of the University's General Education Program as well as their college/department sections of the catalog to determine how to fulfill the General Education requirements within their degree program.

Grade Point Average (GPA) Requirement

All candidates for a degree must have at least a 2.00/4.00 grade point average in all work taken at the University of Illinois at Chicago, in all work taken in the major field, and in all work accepted by the University (transfer work plus work taken at UIC). A student may be required to meet higher minimum grade point averages in certain degree programs.

Students should consult their college section of the catalog for more information on the grade point average requirement for their degree program.

Enrollment Residence Requirement

The enrollment residence requirement must be satisfied. In all academic units except the College of Business Administration, either the first 90 semester hours or the last 30 semester hours of University work must be taken at UIC. In the College of Business Administration, the last 30 semester hours must be taken at UIC. In addition, at least one-half of the semester hours required in the student's major area of study must be completed at UIC. Concurrent attendance at the University of Illinois at Chicago and another collegiate institution, or enrollment during the summer at another institution, when approved by the student's college, does not interrupt the UIC enrollment residence requirement for graduation. Credit earned through CLEP and proficiency examinations, and through the University of Illinois Guided Individual Study and

extramural courses, neither applies toward nor interrupts the enrollment residence requirement. Under exceptional circumstances, the enrollment residence requirement may be waived by the dean of the student's college upon petition of the student.

Enrollment Residence Requirement in the Minor

A student must complete at least one-half of the course work required for the minor field in enrollment residence at the University of Illinois at Chicago.

Semester Hour Requirement

The minimum number of semester hours required for a degree is 120. The required number of hours varies within the colleges, schools, and degree programs. The student should refer to the section of this catalog that covers the college and curriculum to determine the hours required for a particular degree. The college office also provides this information.

Policies Affecting Degree Requirements and Graduation

Admission Requirements

All admission requirements for the student's chosen degree program must be met.

Deficiencies

All deficiencies in entrance credit must be removed prior to graduation.

Degree Program Name Change

If a college, school, department, or program changes the name of a major or curriculum or the title of a degree program as a result of reorganization, continuing students in the affected major, curriculum, or degree program will be transferred to the newly titled/named major, curriculum, or degree program.

Degree Requirements

Students must meet all requirements of their chosen college and degree program.

When degree requirements change, continuing students and those whose attendance has been interrupted for no more than two years may choose either the new requirements or the degree requirements in effect at the time the students were admitted. Students whose attendance has been interrupted for more than two years are responsible for meeting the requirements of the University and college as well as the degree program in effect at the time of the student's reenrollment.

If a curriculum is eliminated in its entirety, or if required courses are eliminated from a particular curriculum, the department, school, or college reserves the right to offer substitute courses as deemed appropriate by the unit's faculty. Students may have to fulfill new requirements when external accrediting or certifying agencies change their professional requirements.

Grade Forgiveness

Students who do not meet the grade point average requirement may graduate if they satisfy the minimum GPA in accordance with the following policy:

1. Not earlier than the term immediately preceding the one in which the student plans to graduate, and at the student's request, a maximum of 11 semester hours of courses taken at UIC with the grade of D or F in any one specific semester, excluding the last 30 semester hours of degree work, need not be counted toward graduation requirements.

- The grades for the selected courses will not be calculated in the student's cumulative GPA.
- The student, however, must substitute other courses for the degree in order to meet the minimum semester hour requirements of the appropriate college.
- Substitutions for courses used as credit toward General Education requirements, toward college or University degree requirements, or for the major must be approved by the major department and the college dean. The GPA after the substitution must be 2.00/4.00 for graduation, except in those degree programs where a higher GPA is required.
- All grades in courses taken at UIC, however, will remain on the transcript.
- University, college, or departmental honors will be awarded on the total cumulative GPA.

Repeating a Course

If a student is granted permission by the dean of his or her college to repeat a course for which the student has already received credit either by class work at UIC or by advanced standing previously allowed for work done elsewhere, the student forfeits the original credit. Both grades are counted in the student's cumulative grade point average. Unless otherwise stipulated in course descriptions, credit may be granted only once for repeated courses. If a course is repeated more than once, all grades received, pass or fail, are computed in the student's cumulative grade point average. For the specific college requirements that must also be met, see the appropriate sections of this catalog.

Second Bachelor's Degree

A student in any college of the University of Illinois at Chicago can earn a second bachelor's degree either concurrent with or subsequent to the first bachelor's degree. The second degree may be earned either in the college that offered the first degree or in another college. The following provisions must be met:

- The student must complete a minimum of 30 semester hours of credit beyond the requirements of the first degree in courses not offered for the first degree. The student must additionally meet all the requirements for the second degree specified by the college and the major department.
- The student who has received a bachelor's degree at another institution must meet all enrollment residence and course requirements at UIC.
- The student who plans to earn two degrees concurrently in separate colleges must enroll in the first college, the college of record, and must receive written authorization from the dean of the second college at least one year prior to the intended graduation date.

When a student requests permission to earn a second bachelor's degree in another college, the second college should base its admission decision upon normal requirements of the college. The college of record will provide, at the student's request, copies of the student's current records to the second college in order that it may maintain an advising file for the student. The student will be responsible for notifying the second college of his or her intention to graduate.

In all instances, the student is responsible for making arrangements with the second department in which he or she enrolls. Each department retains the right to determine the requirements of the additional field of specialization above course distribution and enrollment residence requirements.

Guidelines Regarding Academic Integrity

As an academic community, the University of Illinois at Chicago is committed to providing an environment in which research, learning, and scholarship can flourish and in which all endeavors are guided by academic and professional integrity. All members of the campus community—students, staff, faculty, administrators—share the responsibility of insuring that these standards are upheld so that such an environment exists. Instances of academic misconduct by students, and as defined herein, shall be handled pursuant to the *Student Disciplinary Policy* which is available online

http://www.vcsa.uic.edu/NR/rdonlyres/C10B0B31-31AD-4386-9A7A-17CA7A579C2D/962/Student_Discipline_Book.pdf.

Academic dishonesty includes, but is not limited to:

Cheating

Either intentionally using or attempting to use unauthorized materials, information, people, or study aids in any academic exercise, or extending to or receiving any kind of unauthorized assistance on any examination or assignment to, or from, another person.

Fabrication

Knowing or unauthorized falsification, reproduction, lack of attribution, or invention of any information or citation in an academic exercise.

Facilitating Academic Dishonesty/Plagiarism

Intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise.

Bribes, Favors, Threats

Bribing or attempting to bribe, promising favors to or making threats against, any person, with the intention of affecting a record of a grade, grade, or evaluation of academic performance. Any conspiracy with another person who then takes, or attempts to take, action on behalf or at the direction of the student.

Examination by Proxy

Taking or attempting to take an exam for someone else other than the student is a violation by both the student enrolled in the course and the proxy or substitute.

Grade Tampering

Any unauthorized attempt to change, actual change of, or alteration of grades, or any tampering with grades.

Nonoriginal Works

Submission or attempt to submit any written work authored, in whole or part, by someone other than the student.

Student Disciplinary Policy

The *Student Disciplinary Policy* is the University's process to handle allegations of misconduct by UIC students. The *Student Disciplinary Policy* addresses both academic misconduct (such as plagiarism, cheating, or grade tampering) and behavioral misconduct (such as theft, assault, underage drinking, and drug use.)

The main purpose of the *Student Disciplinary Policy* is to insure that students receive due process—which means that every student should have a fair opportunity to express their side of the story before any decisions are made about their disciplinary case. The *Student Disciplinary Policy* was designed to be educational in nature. The *Student Disciplinary Policy* is available online http://www.vcsa.uic.edu/NR/rdonlyres/C10B0B31-31AD-4386-9A7A-17CA7A579C2D/962/Student_Discipline_Book.pdf.

Student Academic Grievance Procedures

The *Student Academic Grievance Procedures* define an administrative process through which students may seek resolution of complaints or Grievances regarding academic standing during their enrollment at UIC.

Student Academic Grievance Procedures Eligibility

- A. These Procedures *may only* be used by Students:
 1. with a Complaint or Grievance regarding academic standing during their enrollment at UIC.
 2. about an academic decision made about them by an agent (e.g., faculty or staff member, administrator, committee) of the University of Illinois at Chicago that directly and adversely affects the Student.
- B. These Procedures *may not* be used:
 1. in deciding or appealing issues relating to student discipline under the purview of the Senate Student Judiciary Committee;
 2. in resolving any complaint, request, or question involving student records subject to campus procedures established under the Family Educational Rights and Privacy Act (FERPA) and contained in the Guidelines and Procedures Governing Student Records (http://www.uic.edu/depts/oar/rr/records_policy.shtml);
 3. by applicants for admission;
 4. in review of any decision by any University administrator or properly constituted board or committee relating to allocation of resources to support any unit's projects or programs.

For a complete description of the procedures, students should consult the Web site http://www.uic.edu/depts/oa/policies_proced.html.

Graduation with Honors

The UIC Senate and the University of Illinois Board of Trustees establish the criteria under which students are awarded department, college, and University honors. Campus standards for college and department honors are described below. Currently applicable standards appear in the appropriate college and department sections of this catalog.

Departmental Honors

Departmental Distinction shall be based on grade point average and on other criteria considered appropriate by the department in which the major is completed and by its college. The transcripts carry the designation Distinction, High Distinction, or Highest Distinction, as appropriate.

General College Honors

General College Honors shall be awarded to a specific percentage of students, to be decided by the college, but not to exceed 15 percent of the students graduating in the college. The diploma and transcript carry the notation of such an award. Graduation with College Honors benefits the student when being considered for a graduate fellowship, job placement, or some other competitive opportunity.

University Honors

University Honors are awarded to graduating students whose overall (UIC institutional plus transfer work, if applicable) grade point average falls within the following honors categories:

Summa cum laude	3.90 and above
Magna cum laude	3.75 to 3.89
Cum laude	3.50 to 3.74

Transfer students must have earned a minimum of 42 hours at the University of Illinois at Chicago at the end of the term prior to the term of graduation and have a minimum of 60 hours completed at UIC upon graduation.

In addition, transfer students must have an institutional (UIC) grade point average of 3.50 in order to qualify for University Honors.

Commencement

Degrees

A degree from the University of Illinois at Chicago is awarded by action of the Board of Trustees on recommendation of the appropriate college and the Senate. Degrees are awarded three times a year, at the end of the fall, spring, and summer terms. The student receives the degree in a stated curriculum.

Students completing all degree requirements for their declared major will need permission from their college to enroll in additional undergraduate courses. See online catalog <http://www.uic.edu/ucatalog/GR.shtml> for a complete description of this policy.

Commencement

The colleges hold their own commencement ceremonies at the end of the spring semester. At each college ceremony, undergraduate, graduate, and professional degree students are individually recognized as degrees are conferred. Graduates from the preceding summer and fall terms and current spring semester are eligible to participate in the Spring Commencement ceremonies.

Check with the college for eligibility requirements. Additional information, including the schedule of ceremonies, maps and parking, and cap and gown information, can be found online <http://www.vcsa.uic.edu/MainSite/departments/commencement/home>.

Diplomas

Diplomas for both undergraduate and graduate students are mailed approximately three to four months after the degree award date.

Change of Name

To be reflected on the diploma, name changes must be submitted to the Office of Registration and Records, 1200 Student Services Building, by the last day of the degree expected term.

Duplicate Diplomas

If the original diploma is destroyed, a duplicate diploma may be ordered by contacting the Office of Registration and Records, 1200 Student Services Building. There is a fee for the replacement diploma, and it bears the signatures of the current officials of the State and University.

