

## UF Credit Earned While In a Non-Degree Status

### Issue:

Currently UF students are not allowed to use credit earned while attending UF in a non-degree status towards future UF degree programs to which they are subsequently admitted. (See items II and III in the attachment).

### History:

A search of prior UF catalogs yielded the attached references from the UF catalogs. The first reference to non-degree registration was found in the 1976-77 catalog but no mention of an earned credit restriction was found. (See items I in the attachment)

Restriction of the use of non-degree credit was first mentioned in the 1982-83 catalog. The current version of the use of credit restriction is referenced in the attachment. (See II and III in the attachment)

A search of Curriculum Committee minutes yielded no reference to the reasons for this use of credit restriction. We believe this restriction may have been administratively added due to the occurrence of non-degree students earning enough credit for a degree and requesting degree certification. This was prior to more restrictive monitoring by colleges of students attending in a non-degree status.

### Process:

Currently many students are ultimately approved to use credit earned while in a non-degree status towards degree programs to which they have been subsequently admitted. This is routinely done at the request of the Dean of the College. It is a manually intensive process which could be eliminated if this credit was considered degree eligible once earned and if the student is subsequently admitted to a degree program. The current process is awkward and inefficient and appears to have outlived its usefulness.

### Unintended Consequences:

In the new SIS environment non-degree credit is not shown as credit earned to prevent it from being consumed by the degree audit once a student has been admitted to a degree program. This process causes our students to be denied credit at other institutions they may attend because the transcript does not show the non-degree credit as credit earned.

### Rationale:

Regardless of a student's status they are taking and earning credit in UF courses. Whether or not they are degree seeking should not affect whether or not they earn credit.

### Proposal:

Allow credit earned by UF students in UF courses while in a non-degree status to be used toward a degree program to which they may be subsequently admitted. To prevent students from accumulating enough credits for a degree while in non-degree status it would be wise to cap the total number of credits allowed through this mechanism. Current policy requires that students complete 25% or 30 credits of their degree at UF.

## I. Non-degree Registration:

Page 26 of the 1976-1977 undergraduate catalog

violation where the penalty for such violation would likely be:

- Penalty Hours
- Suspension
- Expulsion
- Failing Grade
- Any combination of the above until such time as the charge is resolved and degree requirements are met.

### MAXIMUM AND MINIMUM LOAD

Some colleges have a maximum load which is stated in the catalog. In the absence of such a statement, the general University regulation applies. This regulation allows a maximum load of 15 credits for a student who earned an average below a "C" the preceding quarter of attendance. The minimum load for all students is 12 hours.

Simultaneous enrollment in correspondence courses, extension work at another college or university is counted in computing the maximum, but not the minimum load.

At the time of registration, a student, upon the approval of his or her dean, may register for less than the minimum or more than the maximum load. After the late registration period has closed, no student attending under the above conditions will be permitted to drop below the minimum load unless the student successfully petitions the college in which he or she is enrolled. The minimum load for fulltime benefits from the VA or Social Security is 12 hours per quarter.

### DUAL ENROLLMENT

- Definition:* Dual Enrollment, as used in this regulation, refers to a student taking on-campus courses simultaneously at BOTH the University of Florida and another institution.
- Dual Enrollment will be permitted ONLY under the following conditions:*
  - Approval in writing for the dual enrollment must have been secured by the student from the appropriate official at EACH institution. A copy of such approval must be furnished at the time of

26

who must request each individual institution to furnish records as might be necessary.

### NON-DEGREE REGISTRATION

A student not previously registered at the University of Florida may with college approval register for one quarter only as a non-degree student. Members of the faculty and staff and those with special permission from their college may consider registering as non-degree students for more than one quarter. Registration will be on a space available basis. Procedures for registering are available from the Registrar's Office.

### GRADES

Results of student's work are recorded in the Registrar's Office as follows:

- Undergraduate Students:* Passing grades are A, B, C, D, in order of excellence, and S-Satisfactory. Failing grades are E — Failure, I — Incomplete, U — Unsatisfactory, X — Absent from examination, EW — Dropped for nonattendance or unsatisfactory work, and WF — Withdrew failing.  
Grades of I and X are considered as failing grades. They must be changed to passing grades in accordance with the dates set in the University Calendar, or be counted as grades of E in considering a student's record for graduation or in calculating averages.  
In special situations where it is not possible to assign regular grades at the end of the term, a deferred grade may be assigned. The symbol for a deferred grade is a grade of H. This grade may be assigned only in special cases, such as modular course, confined to infirmary, and similar circumstances. A grade of H will not be computed in a student's grade point average.
- Graduate students:* Passing grades for graduate students are A, B, C and S. Grades of "C" in courses below 500-level are acceptable for credit toward graduate degrees only if the total program meets the B-average requirement. C grades in 500-level courses and above count toward a graduate degree only if an equal number of credit hours in courses numbered 500 or above have been earned with a grade of A.

## II. Admission as a Transient Student:

Page 15 of the 1982-1983 catalog (did not appear in previous editions)

### ADMISSION AS A TRANSIENT STUDENT

Subject to availability of faculty, space and facilities, a regular undergraduate student in good standing at another accredited collegiate institution may be permitted to enroll at the University of Florida as a transient student in order to complete work to transfer back to the parent institution. No evaluation will be made of work previously completed and it is the student's responsibility to secure such approval as the parent institution may require.

Transient students are registered as NON-DEGREE students and no application for admission is required. The appropriate forms for enrolling as a NON-DEGREE student should be requested from the Office of the Registrar. Since registration is subject to the availability of space, approval to enroll as a non-degree student cannot be given prior to the first day of classes in the term for which the student wishes to enroll.

Credit earned in a NON-DEGREE status is not automatically applicable to a University of Florida degree should the student later be admitted in a regular status. Admission as a NON-DEGREE student in no way implies future admission as a regular student to the University of Florida.

### III. Current Catalog:

- Course enrollment requires the approval of the college at the beginning of each term. The college of enrollment has the authority to terminate a non-degree enrollment before registration for any term. Generally, non-degree registration is for one term only.

Non-degree credit not being accepted towards a degree without an approved exception:

- The same grading system is applicable to degree and non-degree students. Non-degree credit is not applicable to a UF degree except by subsequent admission to degree status and successful petition for application of such credit. Authorization to enroll as a non-degree student in no way implies future approval for admission as a degree-seeking student.