

KENT STATE UNIVERSITY

CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date **30-Mar-15** Curriculum Bulletin _____Effective Date **Fall 2015** Approved by EPC _____

Department **EPC Ad Hoc Committee for Academic Policies**
 College _____
 Proposal **Revise Policy**
 Proposal Name **Revision of the Catalog Rights and Exclusions Policy**

Description of proposal:

This proposal seeks to revise the Catalog Rights and Exclusions policy as published in the University Catalog and the Administrative Policy and Procedure Regarding Academic Requirements, Course Specifications and Course Offerings as published in the Policy Register (3342-3-01.1). The revisions update language, clarify practice, allow for consistent application and bring consistency with other policies and procedures.

Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need, audience)

Units consulted (other departments, programs or campuses affected by this proposal):

EPC Ad Hoc Committee comprises faculty, students, administrators and staff (including those from advising, registrar, provost, financial aid, institutional research). Members reached out to their respective units for feedback.

REQUIRED ENDORSEMENTS

Department Chair / School Director	____/____/____
Campus Dean (for Regional Campuses proposals)	____/____/____
College Dean (or designee)	____/____/____
Dean of Graduate Studies (for graduate proposals)	____/____/____
Provost and Senior Vice President for Academic Affairs (or designee)	____/____/____

Proposal Summary for a Policy Revision of the Catalog Rights and Exclusions Policy in the University Catalog and Policy Register

Subject Specification

This proposal seeks to revise the Catalog Rights and Exclusions policy as published in the University Catalog and the Administrative Policy and Procedure Regarding Academic Requirements, Course Specifications and Course Offerings as published in the Policy Register (3342-3-01.1). The revisions update language, clarify practice, allow for consistent application, bring consistency with other policies and procedures and remove barriers for non-traditional students by allowing them to continue their plan of study for graduation.

Background Information

The EPC Ad Hoc Committee, with representation from various units from academic affairs and enrollment management and student affairs, is charged with evaluating policies in order to remove unnecessary obstacles and delays to student success and graduation. This committee has determined that some language revisions, deletions and additions would help remove unintended, indirect roadblocks and delays for students caused by the Catalog Rights and Exclusions policy as published in the University Catalog and the Administrative Policy and Procedure Regarding Academic Requirements, Course Specifications and Course Offerings as published in the Policy Register (3342-3-01.1).

Rationale for Action

Students' graduation requirements are determined in part by their officially declared catalog years. Complicated items in the policy, which in some cases contradict each other, sometimes lead to confusion among students, faculty and staff. In turn, this confusion leads to inconsistent application of the policy for students in similar situations, as well as inconsistencies related to the university's policies and procedures on reenrollment. The confusion also can result in drains on faculty and professional staff time in determining how certain situations should be handled and completing paperwork, when their time would be much better spent educating and supporting students in other, more impactful ways. Additionally, simplifying and clarifying certain 'Exclusions' in the policy should create more transparency and increase the likelihood that undergraduate students considering taking a leave of absence from the university clearly understand what will happen upon their return.

Following is a summary of the changes that are highlighted on pages 4-6:

- Changes to the first paragraph and items under 'Rights' are proposed to fill gaps in the policy, so it sufficiently addresses students whose first term of enrollment is a summer term, who are declared in a certificate program, or who declare multiple programs, e.g., major(s), minor(s), certificate(s).
- The addition of 'Exclusion 1' is proposed to clarify that all students are governed generally by the university academic, administrative and operational policies in the Catalog currently in force.
- Changes to 'Exclusion 4' are proposed to make it easier for students, faculty and staff to understand, to clarify for staff how to enforce it, and to align it with the university's policies and procedures that require students to reenroll after one year away from the university.

Revision of the Catalog Rights and Exclusions Policy

- The addition of ‘Exclusion 5’ is proposed to reflect current practice that students who left the university and later returned may not be declared back into their original program if that program is no longer offered. Kent State has no obligation to continue program or courses for students who stopped out, transferred or were dismissed.
- Changes to ‘Exclusion 6’ are proposed to align the policy with practice. For students who continuously enrolled at Kent State and are declared in a catalog about to expire after six years, academic units may continue to consider how soon they’re expected to graduate before forcing those students to update to the Catalog currently in force. Also, these changes accurately reflect a continuously enrolled student’s option to declare a more recent catalog, less than six years old, rather than automatically defaulting to the Catalog currently in force. Additionally, these changes will help prevent unintended, unnecessary delays and roadblocks to graduation for students, as well as additional administrative paperwork for faculty and staff created by forced catalog updates.
- Changes to ‘Exclusion 7’ and ‘Exclusion 8’ are proposed to include more relevant information and for clarification.

Alternatives and Consequences

The alternative to this proposal is to take no action and keep a policy that has outdated language; is unnecessarily complicated; contains items that contradict each other; is inconsistent with other policies and procedures; leads to inconsistent application; could cause unintended delays to graduation; and drains faculty and staff time that could be used in more meaningful, productive ways to promote student success.

Specific Recommendation and Justification

The recommendation is to revise the Catalog Rights and Exclusions policy (as listed on pages 3-4) and the Administrative Policy and Procedure Regarding Academic Requirements, Course Specifications and Course Offerings (as listed on pages 5-6) to update language, clarify practice, allow for consistent application and create consistency with other policies and procedures.

Timetable and Actions Required

EPC Ad Hoc Committee (recommendation).....	17 April 2015
Educational Policies Council (approval).....	20 April 2015
Faculty Senate (approval).....	18 May 2015
Board of Trustees (notification)	4 June 2015

Policy is filed with the Ohio Legislative Service Commission once approvals are procured.

Implementation in University Catalog.....	1 June 2015 (fall 2015)
Implementation in Policy Register	25 August 2015 (fall 2015)

The proposed revised policies will be operational at the start of fall 2015 for all Kent State students regardless of their first term of enrollment or catalog year.

Revision of the Catalog Rights and Exclusions Policy

CATALOG: Catalog Rights and Exclusions – *MARKED VERSION*

The university has established the following Catalog rights and exclusions relating to ~~degree~~ requirements for students in an academic program (major, minor, certificate). While these Catalog rights establish specific academic program ~~degree~~ requirements for students, the exclusions noted ensure that the knowledge and skills acquired by students will be current with the state of knowledge in their fields of study.

Rights

1. Students' academic requirements are based on the Catalog that is in force during their first fall, spring or summer term ~~semester~~ of enrollment in a degree or certificate program at Kent State University.
2. Students may elect to complete an academic program ~~(major, minor, certificate)~~ under a more recent Catalog. When changing Catalog year, students must comply with all of the requirements relevant to their program in the newer Catalog.
3. Students may declare a different Catalog for a minor, certificate or second major/degree. However, students must comply with all of the requirements relevant to the additional program in the different Catalog ~~all enforced university-level academic policies and procedures are based on the students' Catalog for their primary degree program.~~
4. Catalog rights may be granted through inter-institutional curricular agreements. Such rights are subject to the same exclusions noted below.

Exclusions

1. Regardless of their first term of enrollment, students are governed generally by the university academic, administrative and operational policies in the Catalog currently in force.
- ~~1.~~ Students who transfer to another university and return to Kent State are readmitted under the Catalog-in-force at the time of readmission.
- Dismissed students are reinstated under the Catalog-in-force at the time of reinstatement.
- ~~2.~~ Undergraduate students who interrupt their enrollment at the university for one full academic year or longer, consecutively, including summer, are updated to the Catalog-in-force at the time of their most recent reenrollment. ~~do not satisfactorily complete 12 semester hours at Kent State in two calendar years must satisfy the requirements of the most recent Catalog.~~ Transient work and alternative credit do not qualify as enrollment at Kent State University; ~~Credit By Examination and coursework receiving grades of AU, F, NF, SF, IN, NR, W, U or Z will not count toward completing the 12 hours.~~
- Kent State will not permit reentry into programs that are no longer offered at the time of the students' most recent readmission, reinstatement or reenrollment.
- ~~3.~~ Undergraduate students who are enrolled continuously in a degree or certificate program in a catalog older than ~~do not complete degree requirements within~~ six years may be ~~are~~ required to update to a more recent ~~to the current~~ Catalog.
- ~~4.~~ ~~Dismissed students are reinstated under the Catalog in force at the time of reinstatement.~~
- ~~5.~~ Changes in degree requirements will be made to keep programs in compliance with accreditation, certification, ~~or~~ licensure or industry standards. Implementation of these standards may require that students update to a more recent ~~the current~~ Catalog.
- ~~6.~~ Program changes may be required by financial urgency, unavailability of faculty or unavailability of other instructional resources. In these instances, the dean of the students' college will identify available alternatives for the completion of program ~~degree~~ requirements.

Revision of the Catalog Rights and Exclusions Policy

9. 7. Course specifications such as title, credit hours, prerequisites, status (e.g., Kent Core), etc., are based on the term for which the student registered for the course. If the course is revised after the student completed ~~took~~ it, the student does not gain or lose anything with that revision.

~~In rare instances, an exception to the above policy may be granted by the college dean.~~

CATALOG: Catalog Rights and Exclusions – *CLEAN VERSION*

The university has established the following Catalog rights and exclusions relating to requirements for students in an academic program (major, minor, certificate). While these Catalog rights establish specific academic program requirements for students, the exclusions noted ensure that the knowledge and skills acquired by students will be current with the state of knowledge in their fields of study.

Rights

1. Students' academic requirements are based on the Catalog that is in force during their first fall, spring or summer term of enrollment in a degree or certificate program at Kent State University.
2. Students may elect to complete an academic program (major, minor, certificate) under a more recent Catalog. When changing Catalog year, students must comply with all of the requirements relevant to their program in the newer Catalog.
3. Students may declare a different Catalog for a minor, certificate or second major/degree. However, students must comply with all of the requirements relevant to the additional program in the different Catalog.
4. Catalog rights may be granted through inter-institutional curricular agreements. Such rights are subject to the same exclusions noted below.

Exclusions

1. Regardless of their first term of enrollment, students are governed generally by the university academic, administrative and operational policies in the Catalog currently in force.
2. Students who transfer to another university and return to Kent State are readmitted under the Catalog-in-force at the time of readmission.
3. Dismissed students are reinstated under the Catalog-in-force at the time of reinstatement.
4. Undergraduate students who interrupt their enrollment at the university for one full academic year or longer, consecutively, including summer, are updated to the Catalog-in-force at the time of their most recent reenrollment. Transient work and alternative credit do not qualify as enrollment at Kent State University.
5. Kent State will not permit reentry into programs that are no longer offered at the time of the students' most recent readmission, reinstatement or reenrollment.
6. Undergraduate students who are enrolled continuously in a degree or certificate program in a catalog older than six years may be required to update to a more recent Catalog.
7. Changes in degree requirements will be made to keep programs in compliance with accreditation, certification, licensure or industry standards. Implementation of these standards may require that students update to a more recent Catalog.
8. Program changes may be required by financial urgency, unavailability of faculty or unavailability of other instructional resources. In these instances, the dean of the students' college will identify available alternatives for the completion of program requirements.
9. Course specifications such as title, credit hours, prerequisites, status (e.g., Kent Core), etc., are based on the term for which the student registered for the course. If the course is revised after the student completed it, the student does not gain or lose anything with that revision.

Revision of the Catalog Rights and Exclusions Policy

POLICY: 3342-3-01.1 Administrative policy and procedure regarding academic requirements, course specifications, and course offerings – *MARKED VERSION*

- (A) Policy. The university reserves the right to change academic requirements, course specifications, the time of meetings of a class, and to drop or add any course from the “Schedule of Classes.” These actions are normally taken when changes in certification or licensure standards mandate changes in academic requirements or in university programs, or when there is insufficient student demand or resources are unavailable; nevertheless, such changes should not be to the substantial disadvantage of a student during his/her continuous enrollment.
- (B) Academic requirements.
- (1) University orientation. Undergraduate students are required to complete the university orientation course. Adult students (twenty-one years or older at the time of admission) and transfer students entering with more than twenty-four semester hours (excluding post-secondary and dual-enrollment credit) are exempted from the requirement. Full-time students are expected to complete the university orientation course during their first full semester of enrollment. Part-time students are expected to complete the course before they attain sophomore standing. In addition to the course, all new undergraduate students are required to attend the university orientation program, which occurs just prior to the first week of class fall semester.
 - (2) Catalog in force.
 - (a) Student’s academic requirements are based on the catalog that is in force during the student’s first semester of enrollment in a degree or certificate program at Kent state university.
 - (b) Students may elect to complete an academic program (major, minor, certificate) under a more recent catalog. When changing catalog year, students must comply with all of the requirements relevant to their program in the newer catalog.
 - (c) Students may declare a different catalog for a minor, certificate or second major/degree; however, students must comply with all of the requirements relevant to the additional program in the different catalog ~~all enforced university-level academic policies and procedures are based on the student’s catalog for their primary degree program.~~
 - (d) Catalog rights may be granted through inter-institutional curricular agreements. Such rights are subject to the same exclusions noted below.
 - (e) Regardless of their first term of enrollment, students are governed generally by the university academic, administrative and operational policies in the catalog currently in force.
 - ~~(f)(e)~~ Students who transfer to another university and return to Kent state university are readmitted under the catalog in force at the time of readmission.
 - (g) Dismissed students are readmitted under the catalog in force at the time of reinstatement.
 - ~~(h)(f)~~ Undergraduate students who interrupt their enrollment at the university for one full academic year or longer, consecutively, including summer, are updated to the Catalog-in-force at the time of their most recent reenrollment. ~~do not satisfactorily complete twelve semester hours at Kent state in two calendar years must satisfy the requirements of the most recent catalog.~~ Transient work and alternative credit do not qualify as enrollment at Kent State University. ~~credit by examination and coursework receiving grades of AU, F, NF, SF, IN, NR, W, U or Z will not count toward completing the twelve hours.~~

Revision of the Catalog Rights and Exclusions Policy

- (i)(g) Kent State will not permit reentry into programs that are no longer offered at the time of the students' most recent readmission, reinstatement or reenrollment.
~~Dismissed students are readmitted under the catalog in force at the time of reinstatement.~~
 - (j) Undergraduate students who are enrolled continuously in a degree or certificate program in a catalog older than six years may be required to update to a more recent Catalog.
 - (k)(h) Changes in degree requirements will be made to keep programs in compliance with accreditation, certification, ~~or~~ licensure or industry standards. Implementation of these standards may require that students update to a more recent ~~the current~~ catalog.
 - (l)(i) Program changes may be required by financial urgency, unavailability of faculty or unavailability of other instructional resources. In these instances, the dean of the students' college will identify available alternatives for the completion of program ~~degree~~ requirements.
 - (j) ~~In rare instances, an exception to the above policy may be granted by the college dean.~~
- (C) Course specifications. Course specifications such as title, credit hours, prerequisites, status (e.g., Kent core), etc., are based on the term for which the student registered for the course. If the course is revised after the student completed ~~took~~ it, the student does not gain or lose anything with that revision. In the event that a change in prerequisite, for instance, would substantially disadvantage a continuously-enrolled student by unreasonably adding one or more courses to that student's degree requirements as specified in paragraph (B)(2) of this rule, dean's offices may authorize course substitutions, waiver(s), or some other appropriate alternative.

Catalog Time Limits for Continuous Enrollment at Benchmark and Ohio Public Universities

University	Year Limit	Catalog Language
Ball State University	7	There is no specific time limit for the completion of undergraduate degrees, but the university reserves the right to review course work that is more than seven years old. Furthermore, the university is neither obligated nor committed to continue courses or programs so that students can take more than the normal four or five years to complete bachelor's degrees or more than two years to complete associate degrees. cms.bsu.edu/academics/undergraduatestudy/catalog/current-year/degreeeq
Bowling Green State University	—	The University reserves the right to change its course offerings, academic policies, and requirements for the baccalaureate and associate degrees. To protect students from unnecessary penalty where changes in degree requirements occur, the following policies in regard to the Undergraduate Catalog are in effect: ... Regardless of their term of matriculation, students are typically governed by the policies in the most current catalog. Students are governed by the degree requirements in the catalog of their matriculation. Students may elect to complete a degree program under the most recent catalog. If this choice is made, then the student must complete all degree requirements specified in the selected catalog. ... Students who initiate but do not complete a program and return to the University follow the degree requirements specified by the dean of the college in which they are enrolled at the time of their return. www.bgsu.edu/catalog/academic-policies/catalog-policies.html
Capital University	10	Students are expected to complete all degree requirements within a 10-year period from the date of formal degree admission to the university; otherwise, the student's degree program shall be reviewed by the appropriate academic dean to determine its applicability toward the degree being sought. http://bulletin.capital.edu/content.php?catoid=6&navoid=112#stat_limi
Central State University	—	
Cleveland State University	—	Students who interrupt their enrollment in the university for one full academic year or longer, consecutively, including summer, must meet the university graduation requirements of the catalog in effect when they return. In all instances, students who return to Cleveland State University after enrolling at another college or university (except with transient or cross-registration permission) must follow the university graduation requirements of the catalog in effect at the time of their readmission. http://catalog.csuohio.edu/content.php?catoid=13&navoid=1148
Miami University	10	If your course of study is prolonged beyond 10 years , curricula changes adopted after your entrance date as a degree candidate may be required by the university, division, or department. Students who have earned credits more than 10 years before their planned graduation date must petition to their divisional committee of advisors to validate these credits. Students are responsible for supplying course descriptions or a college catalog from those colleges previously attended. www.units.miamioh.edu/reg/bulletins/GeneralBulletin2014-2015.pdf
Northern Illinois University	6	The rules governing catalog choice for different categories of students are given below. However, no student may graduate under a catalog more than six years old, unless specific permission is obtained from the major college in a case where the major program in question is still available as an approved program of study. The rules given below apply only to requirements for majors, minors, and general education. All students are subject to the academic regulations stated in the most recent catalog. www.reg.niu.edu/regrec/courses/archive/14-15Catalog.pdf
Ohio State University	—	
Ohio University	5	The undergraduate catalog is published for an academic year, which comprises fall through summer semesters. For example, the 2014-15 academic year is fall 2014, spring 2015, and summer 2015. The catalog in effect for the term in which you first complete coursework at Ohio University becomes your University and Major Program Catalog of Entry. This catalog defines the Universitywide and college-level academic requirements you must complete and academic policies you must follow for the next five years . After five years from your initial registration, your college may choose to update either or both catalogs as they pertain to requirements for graduation. Offices responsible for enforcing other University policies, such as graduation with honor, for example, may apply the current Universitywide policies to existing students after five years. Either major or nonmajor requirement changes made necessary by altered or discontinued courses or by requirements imposed by external accrediting or certification agencies will be resolved on an individual basis by the dean of your college. Whenever possible, new requirements will be implemented with a beginning class or upon the expiration of the appropriate time limit. http://www.catalogs.ohio.edu/content.php?catoid=42&navoid=2766

Catalog Time Limits for Continuous Enrollment at Benchmark and Ohio Public Universities

University	Year Limit	Catalog Language
Shawnee State University	—	The academic requirements and policies that a student must follow are determined by the course catalog in place at the time of initial registration at Shawnee State University. If a student fails to enroll for three consecutive semesters, he or she must follow requirements and policies in the course catalog in place at the time of return to SSU. A student has the right to petition the academic department that offers his or her major for a change in catalog. A student also has the right to request course substitutions and waivers of requirements. http://catalog.shawnee.edu/content.php?catoid=44&navoid=1007#Academic_Policies_and_Programs
University of Akron	—	Meet all degree requirements including grade-point averages that are in force at the time a transfer is made to a degree-granting college. If the student should transfer to another major, then the requirements should be those in effect at the time of the transfer. For a student enrolled in an associate degree program in Summit College, the requirements shall be those in effect upon entrance into the program. www.uakron.edu/registrar/bulletins/ugrad/2011-2015/UGBulletin2011-12.pdf
University of Cincinnati	—	
University at Albany, SUNY	—	Students who resume study within a six semester period of time will meet degree requirements indicated in the Undergraduate Bulletin in effect for their initial matriculation. Students with a cumulative total of more than six semesters of absence, whether or not those semesters are consecutive, meet degree requirements indicated in the Undergraduate Bulletin for the semester in which the student was readmitted. www.albany.edu/undergraduate_bulletin/withdrawal_reentry_readmission.html
University of Memphis	7	A student may complete the requirements for the initial degree under the provisions of any valid UofM Catalog provided the effective date of that Catalog is not earlier than the student's initial admission to UofM or some other accredited institution of higher learning. The degree requirements published in the Undergraduate Catalog of the University of Memphis are valid for seven years from the beginning of the academic year to which the Catalog applies. For students whose initial enrollment occurs Fall 2014-Summer 2015, this Catalog is valid through Summer 2021. www.memphis.edu/ugcatalog/graduation/catalog.php
University of North Carolina at Greensboro	—	Many factors affect both the length of time and the number of credit hours an individual student will require to complete the baccalaureate degree. Full-time undergraduate students are expected to complete at least 12 credit hours per semester. Failure to complete an average of 15 hours per semester may lengthen the student's time to graduation. Some majors do require formal admission beyond that required for admission to the university in general. Students should meet with their academic advisors regularly to plan their academic schedules. To graduate, students must complete specific university requirements as well as requirements within the major. Students who change majors may find that additional requirements must be fulfilled. Changing majors excessively, or after the third or fourth semester of study, may also lengthen the time to graduation. Criteria for admission to a specific major (outlined in the <i>Undergraduate Bulletin</i>) and continuation in that major may include a university grade point average exceeding that required for continuation within the university as a whole. Students considering such majors should become familiar with the guidelines, and work with an academic advisor, as soon as possible to ensure that they meet the criteria. http://uncg.smartcatalogiq.com/en/2014-2015/Undergraduate-Bulletin/Academic-Regulations-Policies/Average-Time-to-Graduation
University of North Texas	8	All requirements of the chosen catalog must be met within eight years of that catalog's publication. This [2014-2015] catalog will expire at the close of the 2022 summer semester/term. http://catalog.unt.edu/content.php?catoid=11&navoid=705#Requirements_of_This_Catalog
University of Oklahoma at Norman	6-10	A student may elect to be graduated under the requirements for an undergraduate degree in effect at the time of his or her first enrollment in the state system provided that he or she completes the work for the degree within a maximum time limit, determined by the college, of not less than six nor more than ten years . If the work for a degree covers a period longer than that specified by the college, the college, in consultation with the student, will determine the catalog or bulletin to be in effect for that student's graduation. http://catalog.ou.edu/current/Academic_Records.htm

Catalog Time Limits for Continuous Enrollment at Benchmark and Ohio Public Universities

University	Year Limit	Catalog Language
University of Oregon	7	<p>The <i>University of Oregon Catalog</i> lists requirements for active degrees offered by the university. Each catalog goes into effect at the beginning of fall term the academic year of issue. It expires at the end of summer session the seventh academic year after publication. Advisors and other university employees are available to help, but students have final responsibility for satisfying degree requirements for graduation.</p> <p>To receive an undergraduate degree, a student must have satisfied, at the time of graduation, all requirements for the degree listed in one of the following: (1) the unexpired catalog in effect when the student was first admitted and enrolled at the University of Oregon, or (2) any subsequent catalog that has not yet expired. To fulfill major or minor program requirements, a student must complete the requirements in effect (1) when the student first declared the major or minor, or (2) when the student changed to a different major or minor. Exceptions to major or minor requirements may be made by the department or program offering the major or minor.</p> <p>http://uocatalog.uoregon.edu/readersguide</p>
University of Southern Mississippi	6	<p>Graduation requirements for any degree program must be met under a bulletin of the student's choice that is not more than six years old at the time of the student's graduation (exclude the current year's bulletin in counting the six) and that carries announcements for a year during which the student earned some credit at The University of Southern Mississippi or another accredited institution of higher learning, including community and junior colleges. When a student is pursuing a degree that leads to external licensure, the student must meet the licensure requirements regardless of <i>Bulletin</i> year selected.</p> <p>http://catalog.usm.edu/content.php?catoid=9&navoid=514#Choice_of_Bulletin</p>
University of Texas at Arlington	—	<p><u>No policy on time limits found; however, state policy on excessive credits:</u></p> <p>Pursuant to state law, students who first enrolled in any college or university in Fall 1999 or a later semester may be required to pay a higher tuition rate if attempted undergraduate credit hours exceed a designated limit. Students who first entered a college or university in Fall semester 1999 through Summer semester 2006 may be required to pay a higher tuition rate when the credit hours attempted at publicly-funded Texas colleges or universities exceed by 45 or more the hours required for the student's declared baccalaureate degree. Students who first entered a college or university in Fall semester 2006 and thereafter may be required to pay higher tuition rates when the credit hours attempted at publicly-funded Texas colleges or universities exceed by 30 or more the hours required for the student's declared baccalaureate degree. This requirement applies only to the first baccalaureate degree earned; students already holding one baccalaureate degree are exempt when enrolled in a second baccalaureate degree program.</p> <p>http://catalog.uta.edu/academicregulations/degree requirements/undergraduate</p>
University of Toledo	—	<p>Students who have been out of the former College of Arts and Sciences or the College of Languages, Literature, and Social Sciences for 12 consecutive months are responsible for the requirements in the University catalog under which they reenter.</p> <p>www.utoledo.edu/catalog/2015catalog/undergraduate/docs/LLSS%20Undergraduate%20Catalog%202014-2015%20updated%20sept%20FINAL.pdf</p>
University of Wisconsin at Milwaukee	—	<p><u>No policy on time limits found; however, state policy on excessive credits:</u></p> <p>A University of Wisconsin System (UWS) policy is in effect at all UWS institutions. Under this policy, students pursuing their initial undergraduate degree(s) who have accumulated more than 165 total credits (counting all credits earned at UW campuses as well as credits taken at WTCS institutions and accepted for degree credit at UWS institutions) will be assessed a 100% surcharge on tuition for any additional credits (i.e., your tuition will be doubled). For more specific information about this policy, contact your academic advisor.</p> <p>www4.uwm.edu/academics/undergradcatalog/AcademicInfo.html#DI</p>
Western Michigan University	10	<p>Students may graduate under the WMU catalog in effect at the time of their initial registration or any succeeding catalog providing the catalog is not more than ten years old upon the completion of requirements for graduation. Students who have been gone from the University for ten years or more must enter the University under the catalog in effect at the time of re-entry. For exception, see special policy under "Graduation Requirements-Bachelor of Science in Engineering" listed in the College of Engineering and Applied Sciences section of this catalog.</p> <p>... The baccalaureate programs in engineering are designed to be completed in four consecutive years. A student must meet all the requirements listed in any one of the catalogs in effect during the four-year period immediately prior to the date of graduation.</p> <p>http://wmich.edu/registrar/-/file/wmu-catalog-undergrad-201415.pdf</p>

Catalog Time Limits for Continuous Enrollment at Benchmark and Ohio Public Universities

University	Year Limit	Catalog Language
Wright State University	7	<p>Students who are continuously enrolled or eligible to enroll continuously (students are eligible to enroll continuously if they are enrolled during any part of the calendar year) may elect to meet either the university requirements that were in effect when they entered Wright State or the university requirements that came into effect while they were continuously enrolled. Students who were not enrolled continuously must meet the university requirements in effect when they were readmitted to the university.</p> <p>Students must meet the college or school requirements in effect when they are admitted to the college or school, and they must meet the program requirements in effect when they are admitted to a specific program or major. Students who are not enrolled continuously may be required to meet the college, school, or program requirements in effect when they are readmitted to a program. In addition, students who have not completed their program in seven years may have their college, school, or program requirements revised. https://catalog.wright.edu/policy-and-resources/undergraduate/academic-standards-and-requirements/requirements-bachelors-degree</p>
Youngstown State University	—	<p>The <i>Undergraduate Bulletin</i> in effect when a student first enrolls at the university or any one subsequent catalog will be the guide to graduation requirements, provided the student is in continuous attendance and does not change majors. www.ysu.edu/ebulletin/general-information/graduation-requirements</p>

HISTORY OF CATALOG TIME LIMIT POLICY AT KENT STATE

- **1985** – “Catalog in Force” policy first appeared in the catalog. Included the statement: “Students who fail to complete 12 semester hours in two calendar years must satisfy the requirements of the most recent Catalog.”
- **1992** – Twelve-hour statement updated to add following disclaimer: “Transient work, credit by exam and coursework receiving grades of AU, F, IN, NA, NR, W, U or Z will not count toward completing the 12 hours.”
- **1998** – Policy revised to “Catalog Rights and Exclusions.” Included new statement: “Students who do not complete degree requirements within ten years are required to update to the current catalog.” Addition was due to Kent State “courses and curricular [changing] formally and informally in a ten-year period” as revealed by a HLC reaccreditation self-study review. “Students could still graduate with credits older than ten years, but they would have to adopt the current catalog” (EPC proposal).
- **2011** – Time limit of 10 years revised to six years due to the following rationale: “The premise linking the ten-year catalog limit to accreditation is no longer relevant since the University moved to the AQIP accreditation process. With the impact of new and emerging technologies, a ten-year curricular span could mean that recent graduates could have taken classes considered obsolete in their field. Consistent with Academic Affairs' strategy of enhancing academic excellence and innovation, programs must stay current. A ten-year span is no longer appropriate given the rapid rate of change. Furthermore, OBR continues to place more emphasis on institutional graduation rates. Linking the catalog year with our strategic direction and the nationally standardized six-year graduation rate maintains reasonable program currency. ... Reducing the number of catalog years to six will simplify curricular and advising practices making it easier to monitor and track students” (EPC proposal).

Also included in proposal was the action: “Clarity to advisors on specific implementation procedures This process will be guided/developed by AAAC.”