

Academic Policies - Undergraduate

Academic policies define what the institution expects from the students and what students may expect from the institution in terms of academic behavior. Undergraduate academic policies are developed and approved through the university's governance system by the Committee on Academic Policies and Standards (CAPS). CAPS membership includes representation from both faculty and students.

Below is a guide to help navigate through the undergraduate academic policies.

Academic eligibility

- **Academic standing and progress policy** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/academiceligibility/#academic-standing>)
- **Committee on Academic Policies and Standards (CAPS)** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/academiceligibility/#committee-academic-policies-standards>)

Academic records/FERPA

- **Access to academic records** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/academicrecords/#Access>)
- **Name and address changes** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/academicrecords/#name-address>)
- **Federal Educational Rights and Privacy Act (FERPA)** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/academicrecords/#FERPA>)

Course information

- **Course repeats** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/courseinformation/#course-repeat-policy>)
- **Remedial courses** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/courseinformation/#remedial-courses>)
- **Cross-listed courses** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/courseinformation/#cross-listed>)
- **Course numbering** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/courseinformation/#course-numbers>)
- **Course prerequisites** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/courseinformation/#course-prerequisites>)
- **Curriculum requirements** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/courseinformation/#curriculum-requirements>)
- **Undergraduate Curriculum Committee** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/courseinformation/#UCC>)
- **List of course prefixes** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/courseinformation/#department-program-course-prefixes>)

Fees

- **Excess credits** (<http://catalog.uwlax.edu/undergraduate/expensesfinancialaid/expenses/#excess-credit-policy>)
- Other fee information can be found in **expenses** (<http://catalog.uwlax.edu/undergraduate/expensesfinancialaid/expenses>).

Grading system, grading and credit policies, and final exams

- **University grading system** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/gradesgradingtesting/#grading-system>)
- **Pass/fail policy** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/gradesgradingtesting/#pass-fail-policies>)
- **Credit by examination and retroactive credit** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/gradesgradingtesting/#credit-examination-retroactive-credit-policy>)
- **Final exams** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/gradesgradingtesting/#final-examinations>)
- **Incomplete (I) grade** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/gradesgradingtesting/#incomplete-grade>)
- **Change of final grade** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/gradesgradingtesting/#change-grade>)
- **Appeal of final grade** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/gradesgradingtesting/#appeal-final-grade>)
- **Report of final grades** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/gradesgradingtesting/#report-official-grade>)
- **Deans' Lists** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/gradesgradingtesting/#deans-honors-lists>)

Graduation/commencement

- **Undergraduate resident requirement** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/graduation/#undergraduate-residence-requirement>)
- **Four-year graduation agreement** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/graduation/#four-year-agreement>)
- **Graduation fee** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/graduation/#graduation-fee>)
- **Commencement participation** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/graduation/#commencement>)
- **Commencement honors** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/graduation/#commencement-honors>)
- **Graduation honors** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/graduation/#graduation-honors>)
- **Mailing diplomas** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/graduation/#mailing-diplomas>)

Registration and scheduling

- **Registration process** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/registrationandscheduling/#registration>)
- **Schedule changes after semester begins** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/registrationandscheduling/#schedule-changes>) (drop/add/change of schedule policy)
- **Class drops at an instructor's discretion** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/registrationandscheduling/#class-drops-discretion-instructor>)
- Class drops after the change of schedule period: see the **individual class withdrawal policy** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/withdrawal/#withdrawal-classes>) in the university's withdrawal policies.
- **Student credit load** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/registrationandscheduling/#student-load>)
- **Student classifications** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/registrationandscheduling/#student-classifications>)

- **Class attendance** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/registrationandscheduling/#attendance>)
- **Audit policy** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/registrationandscheduling/#audit-policy>)
- **Changing assigned college or school** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/registrationandscheduling/#changing-assigned-college-school>)
- **Undergraduate enrollment in graduate courses** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/registrationandscheduling/#UGRD-enrollment-graduate-courses>)

Student conduct

- **Student disciplinary procedures** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/studentconduct/#student-disciplinary-procedures>)
- **Student honor code** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/studentconduct/#student-honor-code>)

Withdrawal

- **Individual class withdrawal/drop** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/withdrawal/#withdrawal-classes>)
- **Withdrawal from UWL** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/withdrawal/#withdrawal-university>)
- **Medical withdrawal** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/withdrawal/#medical-withdrawal>)
- **Military duty withdrawal from UWL** (<http://catalog.uwlax.edu/undergraduate/academicpolicies/withdrawal/#military-duty-withdrawal-university>)