

1. General Requirements for Graduation (p. 57)

The ECU policy as stated in the undergraduate catalog is that for a first baccalaureate degree, "a minimum of 30 s.h. and at least one-half of the total hours required in the major discipline must be completed in regular class attendance at East Carolina University."

**Recommendation:** "a minimum of 30 s.h. and at least one-half of the total hours required in the major discipline must be completed through enrollment in East Carolina University."

The current catalog text reads, "One-half of the minimum semester hours required in the student's program must be earned at a senior college."

**Recommendation:** "One-half of the minimum semester hours required in the student's program must be earned through enrollment in a regionally accredited senior college."

2. Scholastic Requirements for a Second Undergraduate Degree (p. 57)

Likewise, the requirement for obtaining a second baccalaureate degree includes, "...a student must complete a minimum of an additional 30 s.h. through regular class attendance after satisfying the requirements for the first degree..." In addition to the question surrounding distance education, the question has been raised as to whether the intent is that these 30 s.h. are taken in regular class attendance at ECU, since that is not specifically written.

*NOTE: There is a case where a student has 30 s.h. of regular class attendance elsewhere and would like to transfer those 30 s.h. here for a second degree. Those 30 hours would not meet the 30-hour requirement because they have to be through ECU courses.*

**Recommendation:** The committee recommends using the phrase "through course enrollment at East Carolina University" to replace "regular class attendance" and bring the catalog phrasing in line with current practice.

3. Admission of general transfer students (p. 35):

In terms of requirements for transferable work, 1.a. reads, "A satisfactory grade point average (GPA) on all transferable hours attempted." Since the practice is a 2.0 GPA, the following text might be substituted.

**Recommendation:** "A 2.0 grade point average (GPA)...."

4. Admission of transfer student who holds an associate degree (p. 36):

The catalog text that addresses the admission of transfer students who hold an associate degree, includes the following text: "The applicant must have earned the degree at an institution that is accredited by the Southern Association of Colleges and Schools."

**Recommendation:** Catalog should read: "... the degree from a regionally accredited institution."

5. Official Withdrawal (p. 56):

As the text for this section was considered, additional wording was added that directs distance education students to withdraw by notifying the Office of Student Services in the Division of Continuing Studies. The question has been raised as to whether this process should be the same for all students.

**Recommendation:** "Students desiring to withdraw officially from the university should apply for withdrawal to the Office of the Registrar. After the student has obtained the signatures of the various officials designated on the form, the student must submit the form to the Office of the Registrar for final approval. Distance education students should notify the Office of Student Services in the Division of Continuing Studies. Students withdrawing for medical/counseling reasons should complete the procedure within thirty days after the last class attendance. All other students withdrawing should complete this procedure immediately after the last class attendance. After classes have ended, no withdrawal, except in the case of severe medical emergency, can be filed. During the first thirty class days of a semester, a student may withdraw from school without receiving grades for courses in which he or she is enrolled. After the first thirty class days, a student withdrawing from school shall receive a grade of F for all classes which he or she is failing at the time unless, in the judgment of the dean of undergraduate studies or the director of continuing studies, as appropriate, the failures were caused by circumstances beyond the student's control."

6. Fee Payment Schedule (p. 39):

**Recommendation:** "Returning students or those admitted and registering before the collection of fees begins for the fall or spring semesters will be subject to a late payment fee if tuition and fees are not paid by a published deadline, which usually precedes registration day by about two weeks. Students admitted to the university as nondegree students and those pursuing graduate degrees and sixth-year certificates will be charged tuition and fees as graduates. Tuition and fees are subject to revision by The UNC Board of Governors and/or the ECU Board of Trustees, who reserve the right to revise them at any time found necessary or advisable and without prior notice. No person is allowed to attend class or receive class instruction without being properly registered either for credit or for audit. See bulletins for summer session and continuing studies fees."