

Important Terms

Academic Advisor An academic mentor who guides a student through their degree. Advisors assist with course registration, making sure the student is taking the right courses in the right order, and helping them make important academic decisions.

Academic Calendar Published by the University each year, this is where significant dates about the opening and closing of the college, first and last days of classes and other important dates.

Academic Probation A status given to students who's cumulative GPA falls below a 2.0 after attempting at least 16 GPA hours. These students must earn a minimum 2.25 GPA during the next semester to avoid academic suspension.

Academic Suspension Students on Academic Probation who fail to earn a minimum 2.25 GPA will be placed on Academic Suspension in the next subsequent term. Students suspended for the first time will be allowed to apply for readmission after nonattendance of one regular semester.

Academic Warning A status given to students who's cumulative GPA falls below a 2.0 after attempting less than 16 GPA hours. Once 16 hours have been attempted, failure to earn a 2.0 or higher cumulative GPA will result in Academic Probation status.

Academic Year The academic year consists of two primary terms or semesters: fall and spring. Some students also attend during the short 8 week summer semester.

Add/Drop Period A grace period at the beginning of each semester where a student can decide to add or drop a course without penalty. When a student leaves a course during the add/drop grace period, it's referred to as a **drop**. There is no financial or academic penalty for dropping a course during the add/drop period. This is different from **withdrawing** (see below), which happens after the add/drop period is over.

Admitted/Admissions The process through which a student is accepted into a college or university.

Associate's Degree An undergraduate degree, typically from community or technical colleges. The credits earned from this degree can usually be transferred to a bachelor's degree.

Audit A way for a student to take a course they are interested in without earning credit, or without having the grade affect their GPA.

Canvas A Learning Management System, or virtual classroom environment that professors and students use for online learning and collaboration.

Catalog Contains a list of all courses offered by the institution, as well as other important campus information and policies. This can be used to help students plan out the courses they will take throughout their program.

Catalog Year A student's catalog year refers to the academic year the student was first admitted into the campus (i.e. 2023-2024). A student's catalog year is important because the student will follow the curriculum requirements that were in effect that academic year.

Commencement The word "commencement" is often used interchangeably with graduation, but it is not the same thing. At a college commencement ceremony, all the students who will graduate (earn their degree) during that academic year may participate.

Corequisite A course that is required to be taken simultaneously with another class.

CosmoLink Online student infrastructure that allows access to Canvas, student email, and Self Service Banner (SSB).

Credit Hour Each course is assigned a certain number of credit hours, usually corresponding to how often class occurs and how long classes are, as well as the course difficulty. Many classes earn a student 3 to 4 credit hours.

Electives Courses that may not be major specific that count towards the general education credit requirement needed to graduate.

FERPA This stands for Federal Educational Rights and Privacy Act. This law protects the privacy of educational records and transfers from parents to the student when they turn 18 or start college. FERPA covers all school-related records, including your student's grades, information from the campus health center, disciplinary records, and more. If the college feels there is a need to protect the health and safety of a student or others, they may disclose information to the necessary parties.

FERPA Release Form If a student wants to give a parent or another third party access to FERPA protected information, they may complete a FERPA Release Form.

Full-Time Student An undergraduate student enrolled in at least twelve (12) credit hours during the fall/spring and/or six (6) credit hours in the summer semesters.

GPA (Grade Point Average) A measure of course performance. A GPA is obtained by dividing the number of grade points by the credit hours completed, where each credit hour of an A = 4 points, a B = 3 points, a C = 2 points, a D = 1 point, and an F = 0 points.

Part-Time Student A student who does not have a full course load. A student taking fewer than 12 credit hours in any given semester is typically considered a part time college student.

Prerequisite A course that is required prior to being permitted to enroll in another class.

Registered/Registration The process where a student selects their classes for an upcoming term.

Schedule Abbreviations:

Days (MTWRFSU) M - Monday, T - Tuesday, W -Wednesday, R -Thursday, F - Friday, S - Saturday, U - Sunday

Campus Buildings Building abbreviations can be found on a Campus Map

Transfer The process of students moving between colleges.

Withdrawal When a student leaves a course(s) after the add/drop period is over. While withdrawing from a class does not affect a student's GPA, it is shown on their transcript as a "W." A student may also have financial responsibilities associated with the withdrawal.

