Regulations of the Academic Senate

TABLE OF CONTENTS

Part I. Students
  • Title I. General Provisions
    ▪ 300
  • Title II. Undergraduate Students
    ▪ 310, 312, 314
  • Title III. Graduate Students
    ▪ 320

Part II. Admission
  ▪ 400

  • Title I. Academic Colleges
    o Chapter 1. Publication of Admission Requirements
      ▪ 410, 412
    o Chapter 2. Admission to Freshman Standing
      ▪ Article 1. Submission of Test Scores
        ▪ 418
      ▪ Article 2. Admission of Graduates of Secondary Schools in California
        ▪ 420, 422, 424
        ▪ 428, 430, 440
      ▪ Article 3. Admission of Candidates Other than Graduates of Secondary Schools in California
- 450, 452, 454
- 456, 458, 460

  o Chapter 3. Admission to Advanced Standing
      - 470, 472, 474
      - 476
      - 477
      - 478
    - Article 2. Language Credit for Foreigners
      - 480

  o Chapter 4. Admission to Special Status and to Limited Status
    - 490, 492

  o Chapter 5. Transfer of Students
    - 500, 502

- Title II. Graduate Division
  o Chapter 1. General Requirements for Admission
    - 510
  o Chapter 2. Examination of English for Foreign Students
    - 520

- Title III. Registration
  - 540
  - 542, 544, 546
Part III. Colleges, Schools, and Graduate Divisions

- Title I. General Provisions
  - 600

- Title II. Curricula
  - Chapter 1. General Provisions
    - Article 1. Residence
      - 610, 612, 614
    - Article 2. Credit by Examination
      - 620, 621
  - Chapter 2. Requirements for the Bachelor's Degree
    - Article 1. General Requirements
      - 630
      - 634, 636
      - 638, 640
      - 642
    - Article 2. Candidacy for a Second Bachelor's Degree
      - 650
  - Chapter 3. Requirements for Higher Degrees
    - Article 1. General Provisions, Regulations as to Residence and Length of Study
      - 680, 682, 684, 686, 688
      - 690, 692, 694
• 696, 698, 702, 704, 708, 710, 712
  • Article 2. Master of Arts and Master of Science
    • 720, 722, 724, 726
    • 728
  o Chapter 4. Certificates
    • 730, 732
    • 734
    • 735
• Title III. Courses
  o Chapter 1. Definition of Courses
    • 739
  o Chapter 2. Classification of Courses
    • 740
    • 742
  o Chapter 3. Persons in Charge of Courses
    • 750
  o Chapter 4. Credit in Courses
    • Article 1. General Provisions
      • 760, 761
      • 762, 764, 766, 768
    • Article 2. Examinations
      • 770, 772
- Article 3. Grades
  - 778
  - 780
  - 782, 784
- Chapter 5. University Extension Credit Courses
  - Article 1. Approval of Courses
    - 790, 792
  - Article 2. Persons in Charge of Courses
    - 800
  - Article 3. Degree Credit for Courses
    - 810
    - 811, 812, 814

**Part IV. Scholarship Regulations**

- **Title I. Undergraduate Regulations**
  - 900
- **Title II. General Provisions**
  - 902
- **Title III. Graduate Regulations**
  - 904

**Part V. Status on Withdrawal**

- 910, 912

_Last Updated October 19, 2006_
REGULATIONS OF THE ACADEMIC SENATE
UNIVERSITY OF CALIFORNIA

The following abbreviations are used in the Regulations of the Academic Senate:

Am = Amended  
CC = Conforming Change  
EC = Editorial Change  
En = Enacted  
Rp = Repealed

Part I. Students

Title I. General Provisions

300. Status of Students

A. Students are classified as graduate and undergraduate; and undergraduates as regular students, special students, and limited students. Students holding a Bachelor's degree from this University or from another institution of approved standing who are candidates for a second Bachelor's degree are classified as regular undergraduates.

B. All the graduates of any one calendar year, January 1 to December 31, shall be ranked as belonging to the so-called class of that year. (EC 3 Nov 69)

Title II. Undergraduate Students

310. Regular students are undergraduates who are enrolled in the established curriculum of a school or college.

312. A. Special students are undergraduates who have not completed in full the requirements for matriculation nor a substantial amount of college work. They must be 21 years of age and submit evidence of adequate preparation for university work. No special student may be a candidate for any degree.
B. A special student may enroll only in such courses as have been specified by the dean of that student's college or school, and the student's continuance in special status is subject to review each term by that dean.

C. A special student may attain regular status by satisfying the matriculation requirements.

314.

Limited students hold the Bachelor's degree but are ineligible for admission to graduate standing, or without the Bachelor's degree have completed in this University, or in another institution of approved standing, and with satisfactory scholarship average, a substantial amount of college work, and have been admitted to the University, in accordance with the provisions of SR 492, for the purpose of completing a specified program of courses either required for admission to regular status in one of the professional schools of the University, or selected to satisfy some other definite need or interest. Such students are enrolled, for a definite period specified at the time of their admission, as undergraduates. Those who seek eventual admission to regular status in a professional school are enrolled in that school or, if the school offers no undergraduate curriculum, in the College of Letters and Science. Those who desire to satisfy some other definite need or interest are enrolled in the college or school most concerned with the courses they will pursue. The dean of the college or school in which they are enrolled is responsible for their adherence to the specified program of courses and for their maintenance of such grades as may have been specified when the program was approved. Limited students for whom no grades have been specified are subject to the minimum scholarship requirements for undergraduates of the University. Any deviation from the program as planned, or any scholarship deficiency incurred while pursuing it, will result in the cancellation of a student's limited status and will render that student subject to dismissal from the University.

Title III. Graduate Students

320.

Graduate Students are such graduates of the University (or of other institutions empowered to confer like degrees on an equivalent basis) as are pursuing advanced or special studies under the direction of a Graduate Council. Graduate students may be resident graduates not candidates for a degree; or they may become candidates for higher degrees. All graduate students are considered
resident graduates not candidates for a degree, unless admitted to candidacy by a Graduate Council after formal application.

Last Updated October 17, 2006
REGULATIONS OF THE ACADEMIC SENATE
UNIVERSITY OF CALIFORNIA

Part II. Admission

400.

Medical and Physical Examinations (Rp 30 May 73)

Title I. Academic Colleges

Chapter 1. Publication of Admission Requirements

410.

The Board of Admissions and Relations with Schools, or its designated agent, shall annually revise the statement of admission requirements. This statement shall include the minimum requirements for admission and such supplementary information as the Board shall direct.

412.

All changes in the requirements for admission to the curricula of the various colleges, schools, and departments, and in the recommendations for preliminary training, shall be immediately reported to the Director of Admissions.

Chapter 2. Admission to Freshman Standing

Article 1. Submission of Test Scores

418. {SR 418 as set forth below, is to be valid for freshmen entering the University through spring 2006}

Each applicant for admission must submit scores either in the SAT I: Reasoning Test or the American College Test. The applicant must also submit scores in three tests of the SAT II: Subject Test of the College Board. The SAT II tests must include English Composition (i.e., Writing Test), Mathematics, and one from the following areas: English Literature, Foreign Language, Science, or Social Studies. (Am 4 May 95: Am 28 May 2003)
The minimum scores acceptable shall be determined by the Board of Admissions and Relations with Schools, and may vary depending upon the overall grade-point record of the applicant.

418. {SR 418 as set forth below, is to be valid for freshmen entering the University as of fall 2006}

Each Applicant for admission must submit scores on an approved core test of Mathematics, Language Arts, and Writing. The applicant must also submit scores on approved supplementary subject matter tests to be taken in two different "a-f" subject areas: History/Social Science, English, Mathematics, Laboratory Science, Language other than English, or Visual and/or Performing Arts. (Am 4 May 95; Am 28 May 2003)

Approval of tests shall be determined by the Board of Admissions and Relations with Schools, with the concurrence of Academic Council and the Assembly of the Academic Senate. The minimum scores acceptable shall be determined by the Board of Admissions and Relations with Schools, and may vary depending upon the overall grade-point record of the applicant. (Am 28 May 2003)

Article 2. Admission of Graduates of Secondary Schools in California

420.

An applicant whose test scores required by Regulation 418 meet the specified minimums, and who is a graduate of a secondary school in California which satisfies the conditions of Bylaw 145.B.5, will be admitted on the presentation of a transcript of record, signed by the principal of the school, showing the completion, with a satisfactory scholarship record, of the preparatory subjects (amounting to at least 16 standard entrance units) required for admission to the University. [See SR 424.] The form of certificate employed shall be determined by the University of California. Subject to limitations imposed by enrollment ceilings, students so admitted may enroll in any University curriculum. (Am 19 May 69, CC 2 May 77; Am 26 May 82)

422.

Each college retains the right to recommend to the Academic Senate its specific requirements for the Bachelor's degree in the various curricula of the college. Each college is to announce these specific requirements and to advise prospective students that failure wisely to select prerequisite high school and lower division courses may prevent graduation in four years. [See SR 412.]
Candidates applying for admission on the basis of a transcript of record from a secondary school in California must satisfy the requirements specified in this regulation. (Am 2 Jun 77; Am 26 May 82; Am 3 May 90; Am 24 May 00)

A. Unit Requirements

1. Unit Requirements

A minimum of 16 high school units must be completed during grades 9-12. At least 15 units must be academic or college preparatory units of courses in English, mathematics, laboratory science, foreign language, history, social science and visual and performing arts; however, courses in mathematics (algebra and geometry) and foreign languages taken in grades 7 and 8 may be included in the required 15 units if these courses are accepted by the high school as equivalent to high school courses. At least 7 of the 15 academic or college preparatory units must be completed during the candidate's last two years in high school. (Rev 4 May 1995)

2. Specific Requirements

The following subject requirements must be satisfied through the completion of approved courses of study as provided in Bylaw 145.B.5.

a. History/Social Science, 2 units, either 1 unit of United States history or both 1/2 unit of United States history and 1/2 unit of civics or American government; 1 unit of world history, cultures, and geography.

b. English, 4 units, four years of college preparatory English composition and literature. (Rev 4 May 1995)

c. Mathematics, 3 units of college preparatory mathematics which includes the topics covered in elementary and advanced algebra and two- and three-dimensional geometry.
d. Laboratory science, 2 units, two years of laboratory science providing basic knowledge in at least two of the fundamental disciplines of biology, chemistry, and/or physics.

e. Language other than English, 2 units, two year courses in a language other than English.

[SR 424 (A)(2)(f), as set forth below, is effective for all students entering the University prior to fall 2003. Students entering the University in fall 2003 or later will be governed by 424(A)(2)(f)-(g) as set forth immediately below this regulation subsection]

f. College preparatory electives, 2 additional units, approved courses chosen from the following areas: visual and performing arts, history, social science, English, advanced mathematics, laboratory science, and language other than English.

[SR 424(A)(2)(f-g) as set forth below is effective for all students entering the University in fall 2003 or later. SR 424(A)(2)(f) as set forth above governs students entering the University prior to fall 2003.]

f. (effective 2003)
Visual and performing arts, 1 unit, from a list of approved courses.

g. (effective 2003)
College preparatory elective, 1 additional unit, an approved course chosen from the following areas: visual and performing arts, history, social science, English, advanced mathematics, laboratory science, and language other than English.

B. Scholarships Requirements

1. Grade requirements for Specific Subject Requirements

a. All courses used to satisfy specific subject requirements (A)(2)(a)-(f) [effective 2003, (A)(2)(a)-(g)] must be completed with a grade of C or better.
2. Grade Point Average Calculation

a. Only grades for courses specified in (A)(2)(a-f) [effective 2003, (A)(2)(a)-(g)] in grades 10-12 are included in the grade point average calculation for purposes of admission to the University of California.

b. Grades in up to 4 units of certified honors level courses, a maximum of two of which can be taken in the 10th grade, from the areas of history, English, advanced mathematics, laboratory science, and language other than English, will be counted on the scale A=5, B=4, C=3. Grades in all other units will be counted on the scale A=4, B=3, C=2.

c. Transcript of Record

When applying for admission to the University of California on the basis of a transcript of record, a graduate of a secondary school in California, which satisfies the conditions of Bylaw 145.B.5, shall present a properly certified high school record showing the completion of the specific subject requirements (A)(2)(a)-(f), the year each course was taken, and the grade obtained in each course. [See SR 420.]

428.

Deficiencies either in the subject or grade requirements of SR 424 may be removed:

A. By passing examinations of the College Board. (Am 4 May 95)

B. By satisfactory work in University Extension, University of California.

C. By satisfactory work completed as a special student, or completed in the Summer Session of the University of California. (Am 8 Mar 72)

D. By one of the methods specified in SR 476. (En 25 May 83)
Students applying for admission to regular standing in the University from other collegiate institutions may use courses taken in residence at such institutions to remove deficiencies either in the subject or grade requirements of SR 424.

A graduate of a secondary school in California which does not satisfy the conditions of Bylaw 145 will be admitted to the University only by achieving satisfactory scores in such examinations given by the College Board as may be prescribed for each applicant by the Board of Admissions and Relations with Schools. (Am 4 May 95)

**Article 3. Admission of Candidates Other than Graduates of Secondary Schools in California**

Graduates of high schools or other secondary schools outside of California will be admitted by examination in accordance with the provisions of SR 440. However, a graduate of an accredited high school or other secondary school outside of California may be admitted to the University, without examination, provided that the applicant has been graduated from a four-year course of not less than 15 standard secondary units; and has met the subject and grade requirements specified in SRs 424 and 428.

Candidates who are not graduates of a high school or other secondary school will be admitted according to the provisions of SR 440.

To all applicants for admission whose vernacular is other than English, unless they come with satisfactory credentials from an institution in which the language of instruction is English, the Board of Admissions and Relations with Schools gives an examination in English, both written and oral, to determine whether the applicant is able to follow lectures and to profit by class exercises. No credit is assigned on the basis of this examination. Applicants who do not pass this examination will not be admitted to the University.

The Board of Admissions and Relations with Schools regards the native language of a person educated in a language other than English as taking the place of the
English of the American student, and looks upon the English acquired by such student as a foreign language of the student. The amount of credit which a student receives for that native language, when it takes the place of English, depends upon the character of the school at which the student received secondary training. For a twelve-year course, in an acceptable school, a person educated in a language other than English normally receives four units of matriculation credit in English. This is the maximum amount of matriculation credit allowed such a student for the student's native language. [See SR 480.]

(Am 26 May 82)

458.

Graduates of approved schools and colleges in China and Japan are allowed to substitute a satisfactory course in the history of their own country for United States history, and also to substitute satisfactory courses in Asian law, language, and literature for the matriculation requirements in English. Such concessions will be granted only to those who furnish properly endorsed official records of their work in China and Japan, and whose work in other departments of study satisfies the requirements for admission.

460.

Special students who wish to transfer to regular status may receive matriculation credit on the basis of advanced continuation courses completed in the University with a grade of not lower than "C." Credit is allowed for high school science courses only when such courses are a printed prerequisite to the college course completed by the applicant.

Chapter 3. Admission to Advanced Standing


470.

Admission of students to advanced standing in the academic colleges is under the jurisdiction of the Board of Admissions and Relations with Schools.

472.

Application for examination for advanced standing on the basis of work done before entrance to the University should be made to the appropriate Admissions Officer upon entrance to the University.
Applicants may be given advanced standing in the University on the basis of certificates from other colleges and universities, upon the approval of the certificates by the Board of Admissions and Relations with Schools. The Board is empowered to adopt with regard to other collegiate institutions such working rules as may seem proper, to reject the certificates, in whole or in part, to defer the final granting of credit in advanced standing pending the completion, by the applicant, of satisfactory work in residence at the University, and to require examinations in any or all of the subjects offered. Applications for supplementary credit on the basis of work done before entering the University should be filed with the appropriate Admissions Officer at the time of application for admission.

Applicants for admission to the University by transfer from other collegiate institutions must meet one of the following four requirements. (Am 4 May 95)

A. An applicant who met the requirements for Admission to Freshman Standing specified in Chapter 2 of this Title may be admitted to the University provided the applicant has maintained a grade-point average of at least 2.0 in all transferable college course work.

B. An applicant who met the requirements for Admission to Freshman Standing specified in Chapter 2 of this Title with the exception of the tests specified in SR 418 and/or the Specific Requirements specified in SR 424 (A) (2) may be admitted to the University provided the applicant has maintained a grade-point average of at least 2.0 in all transferable college course work and has remedied the deficiencies by

1. completing with a grade of C or higher one transferable college course (3 semester or 4-5 quarter units) for each missing high school subject specified in SR 424 (A) (2) and

2. completing with a grade of C or higher 12 semester (18 quarter) units of transferable college course work in case not all tests specified in SR 418 have been taken.

C. An applicant who did not meet the requirements specified in (A) or (B) may be admitted to the University provided the applicant has completed 60 semester (90 quarter) units of transferable college course work, has maintained a grade-point average of at least 2.4 in transferable college course work, and has completed all of the following with a grade of C or higher:
1. Two transferable college courses (3 semester or 4-5 quarter units each) in English Composition. One of the English Composition courses is to be equivalent in level to the transferable course which would satisfy (on some campuses only in part) the English Composition requirement at the University. The second course can be (but is not required to be) the 'English Composition/ Critical Thinking' course used to satisfy part of the English Communication requirement of the Intersegmental General Education Transfer Curriculum specified in SR 478. Courses designed exclusively for the satisfaction of remedial composition requirements as defined in SR 761 cannot be used to satisfy this requirement.

2. One transferable college course (3 semester or 4-5 quarter units) in Mathematical Concepts and Quantitative Reasoning.

3. Four additional transferable college courses (3 semester or 4-5 quarter units each) chosen from at least two of the following subject areas: the Arts and Humanities; the Social and Behavioral Sciences; and the Physical and Biological Sciences.

D. Applicants who at the time of graduation from high school do not meet the criteria of Regulations 418 and 424, but who stand in the upper 12.5 percent of their graduating classes, as determined by criteria established by BOARS, and who have achieved a GPA of at least 2.8 in such of the courses prescribed by Regulation 424 as they have completed, may apply simultaneously for admission to a California Community College and for conditional admission to a campus of the University, subject to the satisfaction at the Community College of the provisions of Regulation 476 B and C.

The courses acceptable under (B) and (C) will be determined by the Board of Admissions and Relations with Schools. The Board may waive requirements (C) (1), (C) (2), and (C) (3) upon the presentation of appropriate test scores.

477. (En 11 May 05)

When four or more UC Senate Divisions agree to accept a course from a given California Community College as transferable for preparation for a specific major, the course will be deemed as transferable for the same major at all UC Senate Divisions one year after notification of the divisions. Similarly, if four or more Senate Divisions agree to accept a set of courses as adequate for lower-division
major-preparation for a UC upper-division major discipline, that set of courses will be deemed as accepted for lower-division preparation in the same major at all the UC Senate Divisions one year after notification of the Senate Divisions. During the year following initial notification, individual Senate Divisions may decline to participate in the agreement. Additionally, all Senate Divisions will be given an annual opportunity to opt out of any previous obligation resulting from this regulation. The Academic Council or the senate agency it so designates shall advise the President on the implementation of this regulation so as to ensure that there is adequate notice for all Senate Divisions, that Senate Divisions have an annual opportunity to opt out of this obligations, and that community college students who intend to transfer to UC are minimally affected by a Senate Division's decision to no longer accept a course or set of courses.

478.

Applicants for admission to the University by transfer can fulfill the lower division Breadth and General Education (B/GE) requirements by completion of the Intersegmental General Education Transfer Curriculum. (En 5 May 88) (Am 3 May 90)

A. Intersegmental General Education Transfer Curriculum The Intersegmental General Education Transfer Curriculum and the guidelines and specifications that apply to its fulfillment are provided in the following table:

<table>
<thead>
<tr>
<th>Subject Area</th>
<th>Univ. of California Minimum Requirement</th>
<th>Transfer Minimum Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Foreign Language</td>
<td>Proficiency</td>
<td>Proficiency</td>
</tr>
<tr>
<td>2) English Composition</td>
<td>2 semesters or 3 quarters</td>
<td>6 semester units</td>
</tr>
<tr>
<td>3) Mathematics/Quantitative Reasoning</td>
<td>1 semester or 2 quarters</td>
<td>3 semester units</td>
</tr>
<tr>
<td>4) Arts and Humanities</td>
<td>3 semesters or 4 quarters</td>
<td>9 semester units</td>
</tr>
<tr>
<td>5) Social and Behavioral</td>
<td>3 semesters or 4 quarters</td>
<td>9 semester units</td>
</tr>
</tbody>
</table>
1. **Foreign Language.** This requirement may be fulfilled by completion of two years of a foreign language in high school with a grade of C or better, or equivalent proficiency demonstrated by college courses, or by such performance on tests as a minimum score of 550 in an appropriate College Board Achievement Test for a foreign language.

2. **English Composition.** The English Composition requirement is fulfilled by completion of one-year of lower division English Composition. However, courses in "Critical Thinking" which provide instruction in composition of substantial essays as a major component and require students to write a sequence of such essays, may be used to fulfill the second semester of this requirement. These courses must have English 1A or its equivalent as a prerequisite. Courses designed exclusively for the satisfaction of remedial composition cannot be counted toward fulfillment of the English Composition requirement. (Am 3 May 90)

3. **Mathematics/Quantitative Reasoning.** One-semester or two-quarter courses in mathematics or mathematical statistics. This requirement may be fulfilled by attainment of a minimum score of 600 in the Mathematics Section of the Scholastic Aptitude Test (SAT), or 550 in the College Board Achievement Test in Mathematics (Level I or Level II). Courses on the application of statistics to particular disciplines may not be used to fulfill this requirement.

Courses taken to fulfill the B/GE requirements in the subject areas that follow, Arts and Humanities, Social and Behavioral Sciences, and Physical and Biological Sciences, should provide a broad foundation for understanding and learning to think critically, write, and speak about the biological and physical world, and the most important features and accomplishments of civilization. In addition to knowledge and appreciation, courses should stress principles and concepts that unify knowledge as well as the methods of investigation that characterize specific disciplines. The brief descriptions in subparagraphs 4), 5) and 6) are provided only as

<table>
<thead>
<tr>
<th>6) Physical and/or Biological Sciences</th>
<th>2 semesters or 3 quarters</th>
<th>6 semester units</th>
</tr>
</thead>
</table>

| Totals                               | 11 semesters or 16 quarters | 34 semester units |
examples of the types of courses that could be used to meet these requirements. (Am 3 May 90)

4. Arts and Humanities. Courses that can be used to fulfill this requirement include courses in drama, music, dance or the visual arts, history, literature, classical studies, religion, and philosophy. At least one course shall be taken in the Arts and one in the Humanities. Courses in the Arts may include performance or studio components; however, courses that are primarily performance or studio art courses cannot be used to satisfy this requirement.

5. Social and Behavioral Sciences. Courses in anthropology, economics, ethnic studies, political sciences, psychology, sociology, or from an interdisciplinary social science sequence. The courses must be selected so that they are from at least two different disciplines. (Am 3 May 90)

6. Physical and Biological Sciences. Courses in biology, chemistry, physics, or physical sciences with the exception of courses in mathematics. One course must be in a physical science, the other in a biological science, and at least one must include a laboratory. (Am 3 May 90)

B. University Policy for the Intersegmental General Education Transfer Curriculum (Am 3 May 90)

The University's policy for the Intersegmental General Education Transfer Curriculum is as follows:

1. To fulfill the lower division B/GE requirements prior to transferring to the University of California, a student has the option of fulfilling the Intersegmental General Education Transfer Curriculum or fulfilling the specific requirements of the school or college of the campus to which the student will transfer.

2. If the lower division B/GE requirements are not satisfied prior to transfer, the student will be subject to the regulations regarding B/GE lower division requirements of the school or college of the campus to which the student transfers, with the following exception. A student may fulfill the lower division B/GE requirements by fulfilling the Intersegmental General Education Transfer Curriculum (IGETC) after the transfer, provided all four of the following conditions are met. (Am 25 Feb 99)
a. A student may complete a maximum of two courses of the IGETC after transfer.

b. Either (1) The last-attended community college must certify the IGETC area(s) and the one or two courses yet to be completed, and that the lack of these courses was for good cause such as illness or class cancellation, OR (2) for students intending to major in the physical and biological sciences, the last-attended community college must certify that the student has substantially completed the articulated lower division courses for the major and that the student has completed the Intersegmental General Education Transfer Curriculum except for (i) one course in Arts and Humanities and (ii) one course in Social and Behavioral Sciences; students in this category may satisfy the IGETC requirement in Physical and Biological sciences with a year-long sequence in a single laboratory science. (Am 11 May 2005)

c. A student who has been approved to complete one or two IGETC courses after transfer may take a certified IGETC course in the area remaining to be completed at any California community college subject to the UC campus rules regarding concurrent enrollment or, at the option of the UC campus, may take approved substitute courses at that UC campus.

d. The IGETC must be completed within one academic year (two semesters or three quarters plus any summer that might intervene) of the student's transfer to UC.

3. Only courses accepted for baccalaureate credit at UC, and in which a grade of C or better was attained, can be applied toward fulfillment of the UC lower division B/GE requirements.

4. Credit for College Board Advanced Placement Tests can be used for partial fulfillment of the Intersegmental General Education Transfer Curriculum. For the category of English Composition, a score of 5 can be used to satisfy one semester or two quarters of this requirement. For all other disciplines, a score of 3 or higher on the appropriate AP test may be used to satisfy one semester or two quarters of the requirement. (En 3 May 90)
Article 2. Language Credit for Foreigners

480.

A student whose native language is not English and who has completed at least nine years of education conducted in that native language may receive credit for language courses in it only if the courses are advanced courses at the upper division level. College credit for literature in the native language is allowed only for courses taken in native institutions of college grade, or for upper division and graduate courses actually taken at the University of California or at another English-speaking institution of approved standing. (See SR 456.) (Am 26 May 82)

Chapter 4. Admission to Special Status and to Limited Status

490.

The Board of Admissions and Relations with Schools, or its designated agents, shall ascertain the qualifications of applicants for special status under policies laid down by the Board. The admission of such students requires the approval of the dean of the college or school in which they seek to enroll. Applicants must be at least twenty-one years old, and no applicant will be admitted directly from high school.

492.

Applicants for admission to limited status may be admitted by the Board of Admissions and Relations with Schools, or its designated agents. The program of courses to be pursued by each such applicant must have been approved, either (A) in the case of an applicant who seeks eventual admission to regular status in a professional school, by the dean of that school, who shall certify that completion of the proposed program, with such grades as may have been specified, will qualify the applicant to be considered for admission to regular status in the school, or (B) in the case of an applicant who desires to satisfy some other definite need or interest, by the dean of the college or school in which the student will enroll. In each case, the applicant's proposed program of courses and the specified period of time for which the applicant is to be admitted must have been finally approved by the dean of the appropriate college or school. An applicant will not be admitted to limited status for the sole purpose of raising a low scholarship average. [See SR 314.]
Chapter 5. Transfer of Students

500.

Any student may be transferred from one college or school of the University to another upon the approval of the dean or other responsible officer or committee of the college or school to which admission is sought. A form of petition for such transfer is supplied by the Registrar. The dean or other responsible officer or committee of the college or school to which the student is transferred shall determine the extent to which courses completed prior to the transfer may be accepted in satisfaction of the degree requirements of that college or school.

502.

Transfer of Breadth/GE Requirements (En 7 May 87)

A. Students who transfer from one UC campus to another and who have completed the Breadth/General Education (B/GE) requirements of the campus from which they have transferred (excepting for upper division B/GE requirements) will be considered to have met the B/GE requirements of the campus to which they transfer.

B. Students who transfer from one UC campus to another prior to completing the B/GE requirements of the campus from which they transferred will complete their B/GE requirements subject to the regulations of the campus to which they transfer.

C. The above policy is not restrictive with respect to upper division requirements for graduation on the individual campuses.

Title II. Graduate Division

Chapter 1. General Requirements for Admission

510.

Persons holding the degree of Bachelor of Arts, Letters, Philosophy, or Science, from a reputable institution authorized by law to confer those degrees, and maintaining standards for those degrees accepted by the Graduate Council concerned as equivalent to those of the University of California, or holding any other degree or certificate which the Graduate Council concerned may accept as equivalent, may be admitted as graduate students in the University of California, provided that the official credentials presented show that the scholarship
requirements imposed by the Council of the Graduate Division concerned are satisfied. Applicants whose purpose is to become candidates for a second Bachelor's degree will, however, not be admitted as graduate students. [See SRs 300, 650.] (EC 3 Nov 69)

Chapter 2. Examination of English for Foreign Students

520.

Entering foreign graduate students are required to pass the regular examination in English required of entering foreign undergraduate students. [See SR 454.]

Title III. Registration

540.

Credit toward a University degree may be earned only for work or examinations for which a student has registered. Such registration requires prior approval by the Faculty concerned, but the appropriate Graduate Council may grant exceptions to persons seeking higher degrees. With the approval of the appropriate Faculty, under written petition a student in good standing who is enrolled in a limited amount of regular class work may undertake certain matriculation or University examinations for advanced standing.

542.

No student may enter upon any organized instructional activity until registered and enrolled with the approval of the appropriate study list authority. No student may begin or continue a course if the officer of instruction in charge considers the student unqualified by lack of preparation. Late registration may not be used to justify inadequate performance in a course.

544. (Rescinded 13 May 97; En 27 May 99; Am 28 Feb 01)

A. A UC student's home campus must permit a student in good standing to enroll simultaneously in courses offered by the home campus and in course(s) offered by another UC campus. Similarly, a UC student's home campus must also permit a student in good standing to enroll in summer courses offered by another UC campus. However, non-home campuses are not obliged to accept enrollment by students from other UC campuses. Each campus may set an upper limit on the total number of non-home campus enrollment units or courses its own student may apply toward graduation requirements.
B. In order to ensure that the units will count toward any requirements, including unit requirements, students in residence at their home campus must inform the home campus in writing before enrolling in a course offered by another UC campus. This may be accomplished by electronic or conventional means, according to the home campus's procedures.

C. If the student wishes a course taken on a non-home UC campus to satisfy a breadth, major, or other specific requirement (other than unit credit), he or she is responsible for determining that an existing formal agreement establishes that the course will satisfy the requirement OR for securing approval, in advance of registering, from the relevant academic unit on the home campus. If these requirements are not met, the home campus may refuse to allow the course to satisfy specific requirements (other than unit requirements).

D. UC courses approved by either UCEP or CCGA as system-wide courses shall be listed in Divisional catalogues. (En 10 Nov 04)

546.

Registration in special studies courses for undergraduates must be approved by the chair (or equivalent) of each department concerned. This approval must be based upon a written proposal submitted to the chair. (En 19 May 69)

Last Updated October 17, 2006
A voting member of the Senate may be recommended for a higher degree by a Senate Division of which he or she is not a member provided that the voting member has fulfilled all the requirements of that Division.

B. No voting member of the Senate shall be recommended for a post-baccalaureate degree by a department or program in which he or she has an appointment unless, prior to the date of final action on the member's appointment to a rank carrying the voting privilege, the dean of the member's Graduate Division shall have certified to the appropriate authority that the member has met all the requirements for that degree. Such appointments may be retroactive. In addition, degree candidates who are voting members of the Senate may not be members of committees or be in positions of administrative authority that have influence or control over the resources, funding, degree granting, and academic personnel actions of the degree granting department or program unless they are able to recuse themselves from any decisions/actions involving the said department or program. (Am 11 May 2005)

Title II. Curricula

Chapter 1. General Provisions

Article 1. Residence

Residence in any regular term is validated by a program of courses or other exercises approved by the Faculty of a student's college or school. For undergraduates this shall be at least six units of resident courses of instruction.
Graduate students validate residence with programs of instruction or research approved by the appropriate Graduate Council. [See SR 688-690.] (EC 15 Apr 74) (Am 9 Mar 83; Am 6 Mar 85)

612.

Except as provided in SRs 614 and 694, the minimum residence at the University of California required for a degree is three quarters (or two semesters). Each Summer Session in which a student completes a course of at least 2 units may be used in satisfaction of half a quarter's residence. A Summer Session in which a student completes at least 6 units may be used as a semester of residence. [See SR 688. For an exception to this rule see SR 690.] (Am 9 Mar 83; Am 6 Mar 85)

614.

With the approval of the dean of the candidate's college or school, a candidate for the Bachelor's degree who was in active service in the armed forces of the United States in the year preceding the award of the degree may be recommended for the degree after only one term of University residence in which the candidate completes at least 16 units or passes a comprehensive examination in his/her major or field of concentration.

Article 2. Credit by Examination

620.

Credit by examination may be earned only in accordance with general policies established by the appropriate committee on courses in each Division. The deans of the several schools and colleges shall have the power to approve or reject any application for the examination.

621. Advanced Placement Credit (En 25 May 83)

Students who enter the University with advanced placement credit may exceed by the amount of this credit:

A. the maximum unit limitations requiring the selection of a major field of study; and

B. the maximum unit limitation requiring graduation.
Chapter 2. Requirements for the Bachelor's Degree

Article 1. General Requirements

630.

A. Except as otherwise provided in this section and SR 614, 35 (or 24 semester) of the final 45 (or 30 semester) units completed by each candidate for the Bachelor's degree must be earned in residence in the college or school of the University of California in which the degree is to be taken. (Am 9 Mar 83; Am 23 May 01)

B. When two or more campuses of the University of California have approved a joint program of study, a student enrolled in such a program may meet the Requirement stated in Paragraph A by completing the requisite number of units in courses offered at any or all of the participating campuses. The student's program of study must be approved by the Provost, Dean, or equivalent officer of the School of College in which the degree is to be awarded. (En 13 May 97; Am 10 Nov 04)

C. A further exception to the rule stated in paragraph (A) above is made in the case of students who meet the residence requirement as provided in SR 614. (Am 10 Nov 04)

D. Except when Divisional Regulations provide otherwise, a student in the Education Abroad Program, the UC Washington, D.C., Program, or the UC Center in Sacramento Program may meet the residence requirement in accordance with the following provisions: (Am 27 May 99; Am 10 Mar 04; Am 10 Nov 04)

1. A student who completes the graduation requirements while in the Education Abroad Program, the UC Washington, D.C., Program, or the UC Center in Sacramento Program may satisfy the requirements stated in paragraph (A) in the final 45 (or 30 semester) units preceding the student's entrance into the Education Abroad Program, the UC Washington, D.C., Program, or the UC Center in Sacramento Program. (Am 9 Mar 83; Am 10 Mar 04)

2. Subject to the prior approval of the department concerned, a student who is enrolled in the Education Abroad Program, the UC Washington, D.C. Program, or the UC Center in Sacramento Program may satisfy the residence requirement by earning 35 (or 24 semester) of the final 90 (or 60 semester) units, including the final 12 (or 8 semester) units, in residence in the college or school.
of the University of California in which the degree is taken. (Am 7 Jun 72; Am 9 Mar 83; Am 10 Mar 04)

634. Minimum Standards for Graduation.

Except as provided in Senate Regulation 782 for the grade of Passed/Not Passed, to receive a Bachelor's degree a student must obtain a grade-point average of at least 2.00 for all courses attempted in the University. (EC 3 Nov 69) (Rev 4 May 1995)

636. University of California Entry Level Writing Requirement (Am 19 Feb 2004)

A. University of California Entry Level Writing Requirement is a reading and writing proficiency requirement. Each student must be able to understand and to respond adequately to written material typical of reading assignments in freshman courses. This ability must be demonstrated in student writing that communicates effectively to University faculty. (Am 30 Nov 83; Am 23 May 96; Am 19 Feb 2004)

B. Prior to enrollment at the University of California, each student may satisfy the University of California Entry Level Writing Requirement either (Am 19 Feb 2004):

1. by attaining a score approved by the University Committee on Preparatory Education on one of the following examinations:
   a. the University of California Analytical Writing Placement Exam [formerly called the Subject A Examination] (Am 19 Feb 2004)
   b. the SAT II Writing Test
   c. the Advanced Placement English Language and Composition Examination
   d. the Advanced Placement English Literature and Composition Examination,
   e. the International Baccalaureate Higher Level Examination in English (Language A only); or

2. by earning at least 3 semester credits or 4 quarter units of transferable college credit in English composition with a letter
grade not below C. (Am 6 Mar 74; Am 28 May 80; Am 26 May 82; Am 30 Nov 83; Am 4 May 86; Am 23 May 1996)

C. (1) A student who has not satisfied the University of California Entry Level Writing Requirement prior to enrollment in the University of California must satisfy the requirement by passing an examination or successfully completing a course in English composition or another course or program of study. Any such course or program of study or examination must be approved for this purpose by an appropriate agency of the Academic Senate Division of the student's campus. To satisfy the University of California Entry Level Writing Requirement by successfully completing a course or program of study, a student must enroll for a letter grade and earn a grade of C or above. A student who receives a final grade of C or below may repeat the course. (Am 19 Feb 2004)

(2) A student must satisfy the University of California Entry Level Writing Requirement as early as possible during the first year in residence. A student who has not done so after three quarters or two semesters of enrollment will not be eligible to enroll for a fourth quarter or third semester. Exceptions to this requirement may be made by an appropriate agency of the Academic Senate Division of the student’s campus. (Am 26 May 82; Am 23 May 96; Am 19 Feb 2004)

D. Students may satisfy the requirement by passing an examination or by successful completion of a one-quarter or one-semester University of California Entry Level Writing Requirement course in English composition or other approved course or program of study. The examination satisfying the requirement must meet the standards established by the University Committee on Preparatory Education. The University of California Entry Level Writing Requirement course must be taken for a letter grade and passed with a grade of C or higher. Students receiving a final grade of C or below may repeat the course. (Am 28 May 80; Am 26 May 82; Am 19 Feb 2004)

E. Any award of baccalaureate credit for University of California Entry Level Writing Requirement course(s) must be consonant with SR 761. (En 30 Nov 83) [See Legislative Ruling 2.85] (Am 19 Feb 2004)

F. Students who, prior to initial enrollment at UC, have earned at least four quarter units of transferable college credit in English composition with a grade not lower than C have satisfied the University of California Entry Level Writing Requirement. (Am 30 Nov 83; Am 6 May 86; Am 19 Feb 2004)
G. Any student who has not satisfied the University of California Entry Level Writing Requirement prior to enrollment at UC must satisfy it by passing an approved course or other program prescribed by the student's UC campus of residence for satisfying the requirement. Only after satisfaction of the University of California Entry Level Writing Requirement can students take for transfer credit a course in English composition after enrollment at UC. (Effective for students enrolling at UC in Fall 1986 or thereafter.) (En 4 Mar 86; Am 19 Feb 2004)

638.

A knowledge of American history and of the principles of American institutions under the federal and state constitutions is required of all candidates for the degree of A.B., B.Arch., and B.S. This requirement may be met by passing an examination or examinations under the direction of the appropriate committee, or by passing any course or courses of instruction that may be accepted as satisfactory by that committee. The papers submitted in the examination shall be rated "passed" or "not passed."

640. Undergraduate Honors

A. Subject to the conditions of paragraph (B), each Division may determine the criteria for the award of undergraduate honors at graduation, as well as honors to be announced after one or more terms of residence. Honors (at graduation, as well as quarterly) shall be posted on the student's permanent record card and given appropriate public and individual notice. Departments, colleges, and schools are authorized to recommend for Honors with the Bachelor's degree those students who have satisfied the requirements for honors at graduation.

B. The criteria both for quarterly honors and for honors at graduation must meet the following conditions:

1. The criteria shall be consistent with the approved Divisional grading system provided for in Senate Regulation 778;

2. The Senate committee charged with administering honors on each campus will establish minimum standards for the award of undergraduate honors and for honors at graduation;

3. These minimum standards shall be incorporated in Divisional Regulations; and
4. The minimum standards shall take effect only after approval by the University Committee on Educational Policy and after inclusion, with that committee's recommendations, in a Consent Calendar passed at a meeting of the Assembly of the Academic Senate. (Am 6 Jun 79; Am 5 May 88)

642.

The following shall apply, insofar as they are approved by the dean of the student's college or school (by the Dean of Students at Berkeley), to students who withdraw to enter the armed services of some one of the United Nations:

A. The Bachelor's degree may be awarded to a senior who has completed half of his/her last term's work, provided the student would be eligible for consideration by the appropriate agency upon projecting that student's record at the time of leaving to the end of the term.

B. Any such student who has completed at least half of the number of weeks of instruction in any term or Summer Session may be given a grade in any course in which that student is enrolled, based upon the work done to the date of withdrawal, and for a number of units, to the nearest half-unit, proportional to the amount of work completed. Insofar as feasible, such students shall be permitted to complete the credit for such courses by work in University Extension (class work or correspondence) or by credit by examination.

Article 2. Candidacy for a Second Bachelor's Degree

650.

Persons who hold a Bachelor's degree from the University of California or from another institution of approved standing, and who, because of a legitimate change of interest, desire to become candidates for a second Bachelor's degree, may be admitted to the University and enrolled as regular undergraduate students in the appropriate college or school. Such admission and enrollment are subject to the approval of the dean of the college or school concerned, and the applicant's proposed program for the degree must have received the approval of the appropriate major adviser, if any. Credit assigned for work previously completed in the University of California or in another institution may be accepted in satisfaction of the requirements for a second Bachelor's degree to such extent as may be recommended, in the case of each student, by the dean of the college or school in which the student is enrolled. Candidates for a second Bachelor's degree are subject to the general requirements for the Bachelor's degree and to the particular requirements of the college or school in which they
are enrolled; and upon successful completion of those requirements, they will be recommended for the degree by that college or school.

Chapter 3. Requirements for Higher Degrees

Regulations as to Residence and Length of Study

680.

Every graduate student not a candidate for a degree must be in actual attendance in at least one regularly authorized course of instruction.

682.

Except as provided in SR 694, no graduate student will be recommended for any degree except upon completing at least one year of residence at the University of California, devoted to such a course of study as the Graduate Council concerned regards as a proper year's work, and upon complying with such other regulations as may apply. A minimum period of study of one term in the case of the Master's degree must intervene between formal advancement to candidacy and the conferring of the degree. [See SRs 610, 612, 690.] (Am 9 Mar 83)

684.

 Candidates for degrees may, at the discretion of the Graduate Council concerned, be given credit for residence at other universities, provided at least three quarters (or two semesters) are passed in residence at this University. (Am 9 Mar 83)

686.

A. The minimum requirement is three quarters (or two semesters) for the Master's degree, nine quarters (or six semesters) for the degree of Juris Doctor, and six quarters (or four semesters) for the degrees of Doctor of Philosophy and Doctor of Engineering. This, however, is understood to apply only to students whose undergraduate course has been substantially equivalent to the corresponding course in the University of California; otherwise a longer period of study will usually be necessary. This may include, to the extent considered desirable by the Graduate Council concerned, when the student's preliminary training falls materially short of this standard, subjects which have as their purpose the general culture of
the candidate, in addition to such courses of instruction or research as may be elected for the prosecution of the special and advanced studies leading directly to the degree. (Am 9 Mar 83)

B. The above statement of the minimum time requirement for the Master's and the Doctor's degrees is understood to apply to students who can give substantially their whole time to study. For those who pursue their graduate studies while engaged in other occupations, a proportionately longer time will be necessary.

688.

A candidate for a higher degree is regarded as a student in residence in a regular term only if that candidate is actually attending authorized University exercises amounting to at least one upper division or graduate course of four units or more, or four units of upper division and/or graduate work, or, in a six-week Summer Session, to at least two units of similar work; or, in an eight-week Summer Session, to at least the equivalent of four units of work in a regular term. [See SR 690.] (Am 24 May 68)

690.

A. For a candidate for the Doctor's degree, residence during Summer Sessions may be counted only under the following conditions: (1) enrollment in two consecutive six-week Summer Sessions counts as one term of residence provided the candidate is enrolled in each session for the equivalent of at least two units of upper division and/or graduate work as given in a regular term; or (2) enrollment in an eight-week Summer Session counts as one term of residence provided the candidate is enrolled for the equivalent of at least four units of upper division and/or graduate work as given in a regular term.

B. For a candidate for a Master's degree, Summer Sessions count for residence as in (A) above, except that the two six-week Summer Sessions need not be consecutive. (Am 24 May 68)

692. (CC 15 Apr 74)

694.

A school, department, or group of departments which offers a program leading to a Master's degree under the jurisdiction of a Graduate Division, may, in cooperation with University Extension, provide at a center or centers other than a campus of the University, a program of graduate instruction designed to
satisfy, in full or in part, the requirements for that degree. Such off-campus
graduate instruction shall be authorized, on the recommendation of the school,
department, or group of departments concerned, only if, in the judgment of the
Graduate Council concerned, the proposed program will afford distinct
advantages to society and will not be detrimental to the standards ordinarily
required for the degree. Programs of off-campus graduate instruction and study
are subject to the following provisions:

A. Requirements for a professional Master's degree may be satisfied in full by
off-campus graduate study unless the Graduate Council concerned
determines that a substantial part of those requirements may be more
effectively satisfied by resident study on a campus of the University.

B. No more than one-half of the total unit and residence requirements for
the degree of Master of Arts or Master of Science may be satisfied by off-
campus graduate study.

C. Each proposed program of off-campus graduate instruction must be
approved by the Graduate Council of the Division concerned, and such
approval shall be granted only if the Council shall have determined that
the proposed course offerings, facilities, and staff are at least equivalent
to those available on the campus of the University where the program
leading to the degree is ordinarily offered.

D. Each course to be included in an off-campus graduate program, and each
instructor in such a course who is not a member of the department of the
University in which the corresponding course is offered, must be approved
by the Graduate Council of the Division concerned, and in accordance with
the usual University procedures and with such special procedures as the
Council may determine. The Council shall make an annual review of all
programs of off-campus graduate instruction with respect to course
offerings, facilities, and staff.

E. No student may enroll in an off-campus graduate program who has not
been admitted to a Graduate Division.

696. (Repealed 26 May 82)

698.

All courses taken by graduate students shall be reported to the Registrar for
record. In case of definite courses of study the report shall state the name of the
officer giving the course, its credit value in units, and the fact of its completion or
non-completion. No unrecorded work shall be considered as work leading to a degree.

**702.**

Ordinarily a graduate student shall not receive credit for more than 12 units of strictly graduate or more than 16 units of upper division major courses during any one term, or credit in graduate and upper division major courses in proportion. Credit in Summer Session will be limited in proportion to the above on the basis of the length of the Summer Session relative to a regular academic term.

**704.**

The Graduate Councils are given discretion in the matter of limitations of study-lists of graduate students who are engaged in occupational activities.

**708.**

No student may become a candidate for a higher degree in any subject in which at least all the work prerequisite for major work in that subject has not been previously completed, as well as such other prerequisites as may appear necessary to the Council of the Graduate Division in which the student is enrolled.

**710.**

The final report of all degree committees shall name the degree for which a candidate may be recommended.

**712.**

Students registered in the School of Public Health (Berkeley-San Francisco) shall be subject to the rules and coordinating powers of the Graduate Council of the Berkeley Division.

**Article 2. Master of Arts and Master of Science**

**720.**

All candidates for the Master's degree (other than candidates for professional Master's degrees) shall receive the degree of Master of Arts or Master of Science in accordance with the provisions of the program in which they are registered. (Am 8 Mar 68)
724. A candidate for the degree of Master of Arts or Master of Science must either have obtained a Bachelor's degree from one of the academic colleges of this University, or have pursued successfully a course of study equivalent to that represented by such a degree. The application for admission to candidacy must be made through the Dean of the Graduate Division concerned, and must contain a general statement of the studies upon which candidacy is based.

726. Normally the entire program for the Master's degree must be completed in residence at the University of California. See, however, SR 694. In exceptional cases, credit obtained for work indicating superior scholarship at institutions of high standard other than the University of California may be accepted in fulfillment of approximately one-fifth of the minimum unit or course requirement for the Master's degree. When such allowance is made it cannot be used to reduce the minimum requirement in strictly graduate (200) courses.

728. Departments or comparable administrative units under the jurisdiction of the Graduate Divisions which have been authorized to confer the degree of Candidate in Philosophy may recommend the award of this degree upon its student's advancement to candidacy for the degree of Doctor of Philosophy. The degree award shall specify the student's field of specialization.

Chapter 4. Certificates

730. Except as specified in Regulations 732 and 734, each diploma, certificate or other formal academic testimonial proposed for regular use in the University by its agencies or officers is subject to the approval of the Assembly or its agent on recommendation of the Division concerned. (Am 24 May 68)
The Certificate of Honors at Graduation shall read as follows:

UNIVERSITY OF CALIFORNIA
[NAME OF CAMPUS]

Certificate of Honors at Graduation

College [or School] of ..........................................................

By authority of the ..........................................................

Division of the Academic Senate ...........................................

a graduate of the University of California, ..........................

 ..............................................................................[campus]

with the degree of ..........................................................

 has been awarded

 ..............................................................................

 ..............................................................................

 Dean of the College [or School]

 of ..........................................................

 ..........................................................

 Chancellor at ..........................................................

 ..........................................................
Certificate of Resident Study. Each college, school or graduate division of the University may issue a certificate of resident study to any foreign student under its jurisdiction provided that

A. The student has completed at least three quarters (or two semesters) in full-time resident study with a grade-point average of at least 2.0 (2.5 in the Graduate Division). (Am 9 Mar 83)

B. The student has conducted satisfactorily a research program of at least nine calendar months' duration.

C. The award of the certificate is recommended by the department chair in the student's major subject.

D. The student's studies are not covered by a diploma or other certificate.

E. The student's visa requires leaving the United States upon completion of studies in the United States.

The certificate shall be in the following form:

UNIVERSITY OF CALIFORNIA
CERTIFICATE OF RESIDENT STUDY

[Name]

has completed studies in the field(s) of ...........................................................

on the ........................................... Campus of the University, covering a period
of .......................... months, between the dates of ........................and
............................
Dated ..........................

..........................................
Dean

..........................................
Department Chairman

..........................................
Chancellor or Provost or Director

735.

Certificate of Completion of Graduate Curriculum. Each graduate division may
issue a certificate of completion of a graduate curriculum to a student provided
that

A. The student has completed a minimum of three quarters (or two
semesters) in full-time resident study at the University of California with a
grade-point average of at least 3.0. (Am 9 Mar 83)

B. The student has during this residence taken regular upper division (100)
and/or graduate (200) courses under regularly appointed faculty.

C. The student entered the program with a bachelor's degree or its
equivalent, or with a higher degree.

D. At the time of entry, the student was acceptable for admission to the
Graduate Division.

E. The student has completed a program approved by the Divisional
Graduate Council and the Coordinating Committee on Graduate Affairs in
accordance with their regular reviewing procedures for approval of higher
degrees.

F. The student's studies are not covered by a diploma or other certificate.
The certificate shall be in the following form:
UNIVERSITY OF CALIFORNIA

Certificate of a Graduate Curriculum in ..................................................

By authority of the ........................................Division of the Academic Senate

.................................................................has been awarded the

Certificate of Completion of the Graduate Curriculum in

.................................................................

[Field]

upon the recommendation of the faculty of the curriculum to the Graduate

Council at ..................................................

[Campus]

Dated ...............  

.................................................................

Dean of the Graduate Division

Dean of the School of ...........................................

Chancellor at ..................................................

[Campus]

.................................................................

President of the University  (En 17 Nov 70)

-----------------------------------------------

Title III. Courses

Chapter 1. Definition of Courses
A curricular offering is a University course of instruction only if it is approved by an agency of the Academic Senate for presentation by an officer of instruction in accordance with Regulation 750(A), and is under the jurisdiction of an academic agency approved by The Regents.

Chapter 2. Classification of Courses

Courses are classified as follows:

A. Lower Division courses which are open to freshmen and sophomores and are numbered 1-99 or are designated by a letter, especially if the subject is usually taught in high school. In no department is a lower division course acceptable for upper division credit.

B. Upper division courses numbered 100-199 and ordinarily open only to students who have completed at least one lower division course in the given subject, or six quarters (or four semesters) of college work. Special study courses for undergraduates are numbered 199. [See SR 540] (Am 9 Mar 83)

C. Graduate courses numbered 200-299, and ordinarily open only to students who have completed at least 18 (or 12 semester) upper division units basic to the subject matter of the course. Graduate courses must be approved by the Graduate Council concerned and, if appropriate, by the Divisional Committee on Courses of Instruction. (Am 9 Mar 83)

D. Professional courses for teachers numbered 300-399, offered in Departments of Education, and in other departments and specially designed for teachers or prospective teachers.

E. Other professional courses numbered 400-499.

F. Individual study or research graduate courses numbered 500-599 if they may be used to satisfy minimum higher degree requirements, otherwise numbered 600-699.

Extra Session Courses. Upon the recommendation of the department concerned, and with the approval of the appropriate Graduate Council or the appropriate Committee on Courses, laboratory, field, or other individual work supervised by the department and performed outside of a regular session may be accepted in
partial satisfaction of the residence requirement for the Bachelor's degree. All such work shall be designated as upper division or graduate courses. Before the work is undertaken, each student concerned must register for the course with the approval of the appropriate Faculty or Graduate Council.

742.

Courses included in programs of off-campus graduate instruction under the jurisdiction of a Graduate Council (see SR 694) are designated by such special symbols as the Committee on Courses of Instruction concerned may deem appropriate.

Chapter 3. Persons in Charge of Courses

750.

A. Only regularly appointed officers of instruction holding appropriate Instructional titles may have substantial responsibility for the content and conduct of courses which are approved by the Academic Senate.

B. Professors, professors in residence, professors of clinical ____ (e.g., medicine) and adjunct professors of any rank, instructors, instructors in residence and adjunct instructors, and lecturers may give courses of any grade. Persons holding other instructional titles may teach lower division courses only, unless individually authorized to teach courses of higher grade by the appropriate Committee on Courses or Graduate Council. If a course is given in sections by several instructors, each instructor shall hold the required instructional title. (EC 15 Apr 74)

C. Announcements of special study courses in which individual students work under the direction of various members of a department may state that presentation is by the staff, but a member of the department shall be designated as the instructor in charge.

D. Only persons approved by the appropriate administrative officer, with the concurrence of the committee on courses concerned, may assist in instruction in courses authorized by the Academic Senate.

E. No student may serve as a reader or assistant in a course in which the student is enrolled. (Am 16 Mar 70; Am 15 Jun 77)
Chapter 4. Credit in Courses


760.

The value of a course in units shall be reckoned at the rate of one unit for three hours' work per week per term on the part of a student, or the equivalent.

761. Remedial Courses (En 9 Mar 83)

No student shall be given baccalaureate credit for remedial work. Workload credit ÷ credit not applicable for graduation ÷ must be given. (EC 23 May 96)

A. Remedial work in mathematics is defined as work in topics from arithmetic, beginning and intermediate algebra, plane geometry, and trigonometry. Trigonometry is considered remedial if taught as a separate course or taught in combination with more elementary subjects. A pre-calculus course, with intermediate algebra as a prerequisite, containing topics from advanced algebra, elementary functions (logarithmic, exponential, and trigonometric), and analytic geometry, is not considered remedial. (Effective Fall 1984) [See Legislative Ruling 2.85]

B. Remedial work in English is defined as work primarily focused on topics in spelling, punctuation and usage, and in the basic structures of sentences, paragraphs, and short essays. Policy regarding credit for English as a Second Language will be determined by individual Divisions. (Effective Fall 1984) (Am 23 May 96)

762.

No student, by merely performing additional work, may receive upper division credit for a lower division course or graduate credit for an undergraduate course. Related courses may share lectures, laboratories or other common content but must have clearly differentiated and unique performance criteria, requirements, and goals. (Am 2 Dec 81)

764.

Credit in special study courses for undergraduates is limited to five units per term.
Credit for Military Summer Camps (Rp 17 Nov 70)

Credit for Summer Practice Cruises (Rp 17 Nov 70)

Article 2. Examinations

No student shall be excused from assigned final examinations, except as provided in SR 772(D).

A. Final examinations are required in all undergraduate courses, except as provided elsewhere in this Regulation. Whenever practicable each such examination shall be written and must be completed by all participants within a previously announced time limit. Examinations in non-laboratory courses may not exceed three hours' duration.

B. Examinations are normally not required in laboratory courses or their equivalent, as individually determined by the appropriate Committee on Courses. At its option, the department concerned may require a final examination in any laboratory course, subject to prior announcement in the schedule of classes for the term in question.

C. With the approval of the appropriate Committee on Courses and upon recommendation of the department concerned, the final examination may be omitted in any undergraduate course or sets of courses either once or for a longer period.

D. At the end of the term in which a student is expected to be graduated, the student's major department may examine the student in the field of the major, may excuse the student from final examinations in courses offered by the department during that term, and, with the approval of the appropriate Committee on Courses, may assign a credit value to such general examination.
Article 3. Grades

778.

A. Under the conditions stated below, each Senate Division may determine the categories of grades used in reporting student work undertaken for credit under the jurisdiction of the Division.

B. The grading system to be used by a Division and modifications thereof must be reviewed by the University Committee on Educational Policy and be certified for consonance with the Code of the Academic Senate by the University Committee on Rules and Jurisdiction. These Committees report their findings to the Senate Assembly for information. Thereafter the proposed grading system becomes effective as provided by Divisional action unless the Assembly determines otherwise. (EC 4 Dec 75)

C. Modifications of a Divisional grading system that are authorized by subsections (1) through (2) below shall be submitted to the University Committee on Rules and Jurisdiction for certification of consonance with the Code of the Academic Senate. If certification is received, the proposed modifications become effective as provided by Divisional action. (En 9 May 84)

1. For Passed/Not Passed grading, determination of whether the minimum standard of performance for a grade of P shall be the grade of C or C- shall be made by the Division.

2. For Satisfactory/Unsatisfactory grading, determination of whether the minimum standard of performance for a grade of S shall be the grade of B or B- shall be made by the Division.

C. Each Divisional grading system shall be formulated in legislation for inclusion in an appendix to the Senate Manual, and shall define all symbols employed, state their grade-point value or credit value, and shall specify those grades which shall count toward the completion of degree requirements.

D. Pending review of a proposed Divisional grading system as provided in (B) above, grades in that Division shall be assigned in accordance with SR's 780-784, subject to such variances from these regulations as have been approved by the Senate Assembly.

E. Subject to variances authorized by the Assembly, any provision of SR 780-784 not explicitly provided for in an approved Divisional grading system
remains in effect in that Division, e.g. conditions for incompletes. (En 17 Nov 70; Am 7 Jun 72)

NOTE: A divisional grading system, when approved in accordance with SR 778, supersedes SRs 780, 782 and 784 and renders them inoperative within that Division on all topics covered in the divisional legislation. (En 24 May 78)

780.

A. Except as provided in SRs 778, 782, and 784, the work of all students in the University shall be reported in terms of six grades:

1. passing: A (excellent), B (good), C (fair), D (barely passing)
2. not passing: F (failure)
3. undetermined: Incomplete

Grade points per unit shall be assigned by the Registrar as follows: A 4, B 3, C 2, D 1, F and Incomplete none.

B. All grades except Incomplete are final when filed by the instructor of record in an end-of-term course report. However, the correction of a clerical or procedural error may be authorized as the Division directs. No change of grade may be made on the basis of reassessment of the quality of a student's work. No term grade except Incomplete may be revised by re-examination.

C. Except as provided in SR 636(D), repetition of courses not authorized to be taken more than once for credit is subject to the following conditions: (Am 9 May 84)

1. A student may repeat only those courses in which a grade of D, F, Not Passed, or Unsatisfactory was received; however, Divisions may authorize repetition of courses graded Incomplete. Courses in which a grade of D or F has been earned may not be repeated on a Passed or Not Passed basis. (Am 9 May 84)
2. Repetition of a course more than once requires approval by the appropriate dean in all instances.
3. Degree credit for a course will be given only once, but the grade assigned at each enrollment shall be permanently recorded.
4. In computing the grade-point average of an undergraduate who repeats courses in which the student received a D or F, only the most recently earned grades and grade points shall be used for the first 16 units repeated. In the case of further repetitions, the grade-point average shall be based on all grades assigned and total units attempted.

D. The grade Incomplete may be assigned when a student's work is of passing quality, but is incomplete. The student is entitled to replace this grade by a passing grade and to receive unit credit provided the student completes the work of the course in a way authorized by the Division. See Paragraph (B) above. The student shall receive appropriate grade points only if the student establishes that his/her work was incomplete for good cause. Each Division is authorized to adopt appropriate regulations for the administration of this grade.

E. Modifications of this regulation must be approved by the Assembly. (Am 17 Nov 70)

782.

Under such regulations as each Division may determine, a student in good standing is authorized to undertake up to an average of one course per term on a Passed or Not Passed basis. A grade of Passed shall be awarded only for work which would otherwise receive a grade of C or better. Units thus earned shall be counted in satisfaction of degree requirements, but such courses shall be disregarded in determining a student's grade-point average. Divisions wishing to undertake more extensive grading experiments shall submit individual proposals for consideration by the Assembly. [See LR 3.67.B]

784.

With the approval of the Graduate Council concerned, certain work of graduate students as hereinafter specified may be reported in terms of the grades Satisfactory or Unsatisfactory. No credit will be allowed for work graded Unsatisfactory.

A. The grades Satisfactory or Unsatisfactory may be assigned provisionally in each but the last term of a graduate course extending over more than one term. In the last term, the letter grades assigned in accordance with Regulation 780(A) may replace such provisional grades.
B. With the consent of the departments involved, individual study and research, or other individual graduate work undertaken by a graduate student may be evaluated by means of the grades Satisfactory or Unsatisfactory.

C. Each Senate Division is authorized to regulate the award of credit for the work described in (B), and in (A) when all terms are not completed.

Chapter 5. University Extension Credit Courses

Article 1. Approval of Courses

790.

A. University of California Extension courses equivalent to regular session courses at Berkeley, Davis, Los Angeles, Riverside, Santa Barbara, San Francisco, etc., which may have credit value shall be designated by the same numbers with the prefix "XB," "XD," "XL," "XR," XSB," "XSF," etc., respectively.

B. University of California Extension courses not equivalent to campus courses, but which may have a credit value, shall be designated by a number with the prefix "X."

C. University of California Extension courses of University-wide character which may have a credit value, shall be designated by a number with the prefix "XCal." A course will be so designated only if it is scheduled within a six-month period in three or more campus service areas and if it is taught in all locations by substantially the same lecturers.

792.

University of California Extension courses yielding credit toward an academic degree or a professional credential or certificate shall be approved according to the following procedures:

A. All lower division, "100" series upper division, and "200" series graduate courses bearing the prefixes "X," "XB," "XD," "XL," "XR," "XSB," "XSF," etc. [see SR 790] shall be approved by the Dean of University Extension (or the Dean's authorized representative) and the department concerned, and then submitted for approval to the Committee on Courses of Instruction (or other committee having jurisdiction over the corresponding regular courses) in the Division of the Academic Senate on the campus where the
courses received departmental approval. Complete approval must be received before any public announcement of such courses is made.

B. "X300" and "X400" series courses shall be approved by the Dean of University Extension (or his authorized representative) and by the department and school (or college) concerned, in accordance with general policies established by the Committee on Courses of Instruction of the Division of the Academic Senate on the campus where the courses received departmental approval. Complete approval must be received before any public announcement of such course is made. [See SR 790] [See LR 10.65]

C. "XCal 300" and "XCal 400" series courses shall be approved by the Dean of University Extension and then submitted for approval to the University-wide Committee on University Extension which shall act in concurrence with the department most directly concerned. [See SR 790.] Complete approval must be received before any public announcement of such courses is made.

**Article 2. Persons in Charge of Courses**

800.

A. All members of the University Extension staff who offer courses that are announced as yielding credit toward an academic degree or a professional credential or certificate shall be members of University departments in which instruction is offered, or in the case of lower division, "100" series upper division, and "200" series graduate courses bearing the prefixes "X," "XB," "XSF," etc., shall be endorsed by the Committee on Courses of Instruction concerned (or other committee having jurisdiction over corresponding regular courses) acting in consultation with the departments in question, and in the case of "X300" and "X400" series graduate professional courses, must be approved (1) by the department or school or college and (2) in accordance with requirements established by the Committee on Courses of Instruction of the Division of the Academic Senate on the campus where the courses received departmental approval. [See LR 10.65]

B. All members of the University Extension teaching staff who offer courses with the prefix "XCal" shall be approved by the University-wide Committee on University Extension, acting in concurrence with the department most directly concerned.
C.  

1. Courses in which both resident and Extension students are enrolled and in which resident students receive grade-point and degree credit are defined as concurrent courses. Concurrent courses shall be offered and supervised by appropriate University departments. Instructors in such courses shall be governed by SR 750(B). (Am 7 Mar 79)

2. Resident students may be admitted to Extension courses only as specified in SR 812.

**Article 3. Degree Credit for Courses**

810.

A. In the curricula leading to the degrees of A.B. and B.S., and in postgraduate programs leading to certificates or to recommendations for teachers' credentials, all lower division and "100" series upper division courses with the credit designation "XB," "XL," "XR," "XSF," "XSB," "XD," etc., shall be accepted for unit and subject credit for all requirements of departments, schools, and colleges, as well as for general University requirements, if the corresponding regular course on the corresponding University campus is normally so accepted; lower division and "100" series upper division courses with the credit designation of only "X" shall be accepted in fulfillment of unit requirements on all campuses. (The foregoing provisions are subject to the restrictions of SR 812.) Credit for courses in the "X300" and "X400" series is acceptable toward the A.B., B.S., and postgraduate programs leading to recommendations for teachers' credentials only within the limitations prescribed by the various colleges and schools. The suitability of "X" courses for fulfilling subject requirements will be determined by the usual procedures governing evaluation of credits gained at other acceptable institutions. [See SR 790.] Except as may otherwise be provided in the Academic Regulations of the Division, grade points for courses taken in University Extension are not counted toward fulfilling requirements for the degree. (Am 24 May 00)

B. Credit for University of California Extension courses including concurrent courses toward a higher degree is subject to the approval and regulations of the campus Graduate Council concerned. Credit for "X300" series courses is not acceptable toward a higher degree.

C. All examinations for credit shall be taken at the University or under conditions approved by the department of the University concerned. (EC 15 Apr 74)
811.

Curricula offered by University Extension that lead to professional credentials or certificates shall be approved by the Dean of Extension and by the department or school or college concerned in accordance with general policies established by the Committee on Courses of Instruction of the Division of the Academic Senate on the campus where each of the courses will receive departmental approval. (En 8 May 85)

812.

A. Students resident at the University and students on leave of absence may enroll in the University Extension courses, with a view to gaining credit thereby, only with the consent of the dean of the appropriate college; or in the case of graduate students only with the consent of the Dean of the Graduate Division concerned.

B. Extension students admitted to concurrent courses must satisfy requirements for enrollment in such courses, as established by each department concerned. [See SR 800(C).]

814.

Credit toward a degree in the University of California for an extension course or courses completed in another institution shall be given only upon the satisfactory passing at this University of an examination in the course or courses concerned, unless the other institution concerned maintains a classification of extension courses similar to that established by the University of California.

Last Updated October 17, 2006
Part IV. Scholarship Regulations

Title I. Undergraduate Regulations

900.

A. The following minimum provisions or their equivalents, as ratified by the Assembly, govern the scholastic status of undergraduate students as indicated in strictly internal University records [see Regulations 782 and 902]: (Am 24 May 00)

1. Academic Probation. An undergraduate student is normally subject to academic probation (a) if at the end of any term the student's grade-point average for that term, or the student's cumulative grade-point average, is less than 2.0 (C average) computed on the total of all courses undertaken in the University (however, see paragraph (E) below); or (b) by other provisions approved by the Assembly.

2. Academic Disqualification. An undergraduate student is subject to disqualification for further registration in the University (a) if at the end of any term the student's grade-point average for that term is less than 1.5 (however, see paragraph (E) below), or (b) if the student has completed two consecutive terms on academic probation without achieving a cumulative grade-point average of 2.0 as provided above.

B. Each Division of the Academic Senate, or each School or College within a Division, may establish minimum standards of progress towards completion of the baccalaureate degree, but only on the basis of academic regulations adopted by the Division.

1. Such regulations may not require a student to complete more than an average of 15 units of academic credit for each quarter or semester of enrollment.
2. The scholastic status, with respect to probation or disqualification, of a student who has failed to meet such minimum standards of progress shall be as stipulated in the academic regulations of the Division.

C.

1. An undergraduate student on academic probation or subject thereto is under such supervision as the Faculty of that student's college or school may determine. Continued registration of an undergraduate student subject to academic disqualification is at the discretion of the Faculty concerned, or its authorized agent, and is subject to such conditions as that Faculty may impose.

2. Undergraduate students in particular schools or colleges may be subject to more stringent norms with respect to academic probation or disqualification, but only on the basis of regulations adopted by a Division of the Senate and approved by the Assembly of the Senate.

D. To transfer from one campus of the University to another, or from one college or school to another on the same campus, a student who has been academically disqualified or is on academic probation must obtain the approval of the Faculty, or its designated agent, to whose jurisdiction transfer is sought. Upon completion of the transfer the student is subject to the supervision specified in paragraph (C).

E. Each Division may enact legislation governing the use of the grade Incomplete in the determination of a student's scholastic status.

F. Divisional variances from this regulation must be approved by the Assembly. (Am 16 Mar 71)

Title II. General Provisions

A. Faculties, Graduate or other Councils, and their designated agents may not authorize the permanent entry of the terms Subject to Academic Disqualification and Academic Probation on official transcripts of record except as authorized by the Assembly in the case of designated professional schools.
These terms shall be reserved for internal University use, except that a statement of the student's current academic status shall accompany a transcript of record when the latter is sent outside the University [see Regulation 902(D) below]. Designations of unsatisfactory scholastic status [see Regulation 900(B)] on transcripts are authorized only when a review of the performance of a student who has become academically deficient has resulted in final denial of registration for the next ensuing quarter by a Faculty, a Graduate or other Council, or their agents. (Am 3 Mar 77)

B. On campuses having authorized variances from the grading system specified in Senate Regulation 780, the scholarship requirements stated in (D) below shall be interpreted in terms of the approved equivalents specified in the legislation of the local Senate Division as ratified by the Assembly.

C. In the case of undergraduates, exceptions to these scholarship regulations, and the approval or denial of registration as hereinafter provided, may be authorized in individual instances only by the Faculty concerned, or by its designated agents. Annually, the appropriate officer of each college shall report to the Faculty concerned a summary of all actions taken under these regulations.

D. An undergraduate student is in scholastic good standing if not subject to academic probation or disqualification as defined in Regulation 900(A). Any transcript of record transmitted to a person or agency outside the University shall be accompanied by a statement of the student's scholastic standing on the date of the transcript or the date on which he left the University. (Am 17 Nov 70)

Title III. Graduate Regulations

904.

Disqualification of graduate students is at the discretion of the Dean of the Graduate Division concerned.

Last Updated October 17, 2006
REGULATIONS OF THE ACADEMIC SENATE
UNIVERSITY OF CALIFORNIA

Part V. Status on Withdrawal

910.

With the approval of the dean of the student's college, school or graduate division, a student who is eligible for further registration in the University and who is not under disciplinary disqualification is entitled to a statement of honorable withdrawal; however, the dean may attach comments thereto.

912.

A registered student who withdraws from the University before the end of the term without authorization duly certified by the Registrar shall receive a grade of "F" or, where appropriate, "Not Passed" in each course in which the student is enrolled.

Last Updated October 17, 2006