

3341-3-59 Catalog Policies - Undergraduate

Applicability	All University units – Undergraduate Students
Responsible Unit	Office of the Provost
Policy Administrator	University Registrar

(A) Policy Statement and Purpose

This university policy is part of the Undergraduate Catalog. The Undergraduate Catalog provides university academic policies and information about program requirements. The **Undergraduate Catalog is updated each semester**. Colleges and departments may have additional or more specific requirements or policies that relate to an individual program. Students are advised to become familiar with the Undergraduate Catalog as well as specific requirements and policies related to their degree program.

(B) Policy

This catalog is a guide to the programs, policies, and courses that are part of undergraduate life at Bowling Green State University, a complex learning community. Students need to be aware of opportunities and requirements at several levels to guarantee that they take advantage of all that Bowling Green has to offer and can make steady progress toward academic goals.

The university comprises seven undergraduate colleges, which are subdivided into schools, departments, and programs. Faculty create and offer the courses that students take to fulfill academic requirements for undergraduate degrees. The colleges are responsible for the integrity of degree programs based on the academic fields. All degrees are conferred officially by the university. Students satisfy requirements at the university, college, and major/specialization levels. Students may also be involved with academic programs that are supervised by the Office of the Provost

and Vice President for Academic Affairs. In addition, students have periodic contact with the Bursar's Office, Admissions Office, Office of Student Financial Aid, and Office of Registration and Records.

- (1) The information in this catalog was last updated October 17, 2014. All information in this catalog is subject to change. Except as specifically stated herein, Bowling Green State University makes no representation or contract that following a particular course or curriculum will result in specific achievement, employment or qualification for employment, admission to degree programs, or licensing for particular professions or occupations.
- (2) Students are responsible for knowing all requirements and policies in this catalog, particularly the expressed academic policies.
- (3) Each of the colleges provides an overview of its degree programs in this catalog. Consult the indexes listed in catalog area "Colleges and Programs" to find which college offers programs in a particular area of interest. Colleges, departments, and programs provide more detailed information in separate publications, available on request. Students are advised to become familiar with BGSU publications in their area of interest as well as appropriate parts of this catalog. Students should closely study the check sheet that summarizes all requirements and options for their chosen major.
- (4) The university reserves the right to change its course offerings, academic policies, and requirements for the baccalaureate and associate degrees. To protect students from unnecessary penalty where changes in degree requirements occur, the following policies in regard to the Undergraduate Catalog are in effect:
 - (a) Regardless of their semester of matriculation, students are typically governed by the policies in the most current catalog. Students are governed by the degree requirements in the catalog of their matriculation.
 - (b) Students may elect to complete a degree program under the most recent catalog. If this choice is made, then the student must complete all degree requirements specified in the selected catalog.

- (c) Students who transfer from one BGSU college to another follow the catalog of the time of their transfer.
 - (d) Students who transfer from another institution follow the catalog of the time of their initial registration for courses at BGSU.
 - (e) Students who initiate but do not complete a program and return to the university follow the degree requirements specified by the dean of the college in which they are enrolled at the time of their return.
 - (f) Questions concerning catalog policy should be directed to the appropriate college advisement office or to the Office of the Provost and Vice President for Academic Affairs.
- (5) Courses are identified by a two-, three-, or four-letter abbreviation and a number. Course descriptions are listed online in alphabetical order by course prefix. **Current information about course offerings** can be found on the BGSU web.
- (6) The semester schedule of classes should be used in conjunction with this catalog to determine course availability, because not every course is offered every semester. **Class offerings for specific sessions can be found on the BGSU web.**

Registered Date: March 24, 2015

Amended: July 24, 2018