

4. Measuring Academic Progress

Minimum Progress for All Undergraduates

- Part-Time Students
- Repeating Courses
- Questioning Grades and Evaluations
- Formally Disputing a Grade or Evaluation

Minimum Progress for All Undergraduates

An undergraduate student who is not making minimum progress toward a degree is subject to disqualification from further enrollment. As a full-time undergraduate student, you are considered to be making minimum progress toward the degree if you have satisfied both of the following conditions:

- (1) You have passed (with a grade of D or better or P) at least 36 credits for each academic year of full-time enrollment;
- (2) You have earned an average of 12 credits or more for each additional quarter of full-time enrollment;
- (3) You have earned four-fifths of credits attempted in part-time enrollment.

In determining satisfaction of minimum progress, transfer credits that you earned before admission to UCSC are not considered. Any transfer or Summer Session credit that you earn after admission to UCSC may be considered when satisfying minimum progress after it has been officially transferred and posted to your official academic record.

Part-Time Students

Part-time students are held to the same minimum progress standards as full-time students by treating each 15 credits attempted as the equivalent of one full-time term. Consult with your college academic adviser for assistance in this calculation if you have questions about the calculation of your academic progress.

Workshops from the Coalition for Student Academic Success

The Coalition for Student Academic Success sponsors a series of workshops every quarter to support your goals of persevering and succeeding at the university.

Call EOP Learning Center at 459-4333 or 459-2552 for additional information.

Repeating Courses

Courses graded P (Pass) or C or better may not be repeated for credit. A few courses are labeled “May Be Repeated for Credit” in the UCSC General Catalog. These are courses in which the course content varies from quarter to quarter. Grades are recorded for each quarter these courses are taken. Undergraduates may repeat courses in which they earn a D, F, W, or NP. Courses with a grade of D or F may be repeated only for a letter grade and may not be repeated on a Pass/No Pass basis. Courses with a grade of NP may be repeated on the same basis or for a letter grade.

Degree credit for a repeated course is given only once. Hence, if you repeat a course in which you originally earned a D grade (and therefore degree credit), you will not receive any additional degree credit. If you repeat and pass a course in which you originally earned an F or NP, you will receive credit for the course. Your official transcript will record both the original course and the repeated course and the grades you got for each. See [Repeats](#), on page 63 for additional information.

The grade you receive when you repeat a course for a letter grade is included in your GPA. However, for the first 15 credits of repeated work, the grade that you originally received will be removed from the calculation of your GPA. Hence, repeating a course in which you got a D or an F (and getting a better grade) is an effective way of improving your GPA and perhaps your academic standing as well. If you exceed the 15 credits of repeated work, however, your GPA will include both the original grade and the grade that you earned on the repetition.

Repetition of a course more than once requires approval of your college.

Each course you repeat will be coded on your transcript to indicate that your cumulative grade point average has been adjusted in accordance with UCSC academic policies on repeated courses.

Academic Senate Regulations A9.1.8, 9.4.1.E, and 10.1.2 contain the general policies about repeating courses.

Questioning Grades and Evaluations

Your grade and evaluation for the course are based upon the instructor’s assessment of your academic performance in the course. If you have questions about how your grade or evaluation is related to the work that you did for a course, you should feel free to discuss the course requirements, criteria for evaluation, and your performance with the instructor of the course. A conversation like this will generally resolve your questions and sometimes reveals that a clerical error or other mistake was made in assessing your work. In the case of the latter, the instructor is able to revise the grade or evaluation.

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If after discussing your assessment with the instructor you are convinced that your grade or evaluation was based upon non-academic criteria (such as ethnicity, political views, religion, age, sex, financial status, or national origin), or capricious or arbitrary application of academic criteria in a manner not reflective of student performance in relation to course requirements, you may officially dispute the grade or evaluation and file a grievance following the procedure described below. You may only file a grievance based upon evidence that the instructor disregarded your academic performance in giving the evaluation or grade. You may not file a grievance merely because you disagree with an instructor's assessment of your work.

The procedure for undergraduate students to file a grievance for an assessment is outlined in senate regulations available on the web at senate.ucsc.edu/cep/Appendix C.pdf. You must contact the instructor within one regular academic quarter of the issuance of the grade or evaluation to see if the issue can be resolved. You must initiate a grievance within one year from the date the evaluation or grade notation becomes part of your record.