VI. SCHOLASTIC REGULATIONS

A. Classification of Students
1. Undergraduate students, with the exception of non-degree-seeking students, shall be classified at the end of each academic term by the Office of the Registrar on the basis of the total number of attempted credit hours for which they have successfully earned credit in accordance with the following:

<table>
<thead>
<tr>
<th>Classification</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman</td>
<td>0-29</td>
</tr>
<tr>
<td>Sophomore</td>
<td>30-59</td>
</tr>
<tr>
<td>Junior</td>
<td>60-89</td>
</tr>
<tr>
<td>Senior</td>
<td>90+</td>
</tr>
</tbody>
</table>

2. Graduate and special students who have completed all requirements for a particular classification, as defined by their major department, may request reclassification through their major department.

3. Students scheduled for at least twelve (12) credit hours in a semester are classified as full-time students; those scheduled for six to eleven (6-11) hours are classified as part-time students; and those scheduled for one to five (1-5) hours are classified as less-than-part-time students.

B. Eligibility for Class Rings
A student may purchase a class ring any time after successfully earning credit for 70 attempted credit hours.

C. Academic Standing
1. The assignment of academic standing is based on both the student’s most recent academic term and her/his cumulative grade-point average.
2. The minimum satisfactory grade-point average (GPA) is 1.70 for freshmen and joint-enrolled high school students; 1.80 for sophomores; 1.95 for juniors; 2.00 for seniors and special undergraduates; 2.70 for master’s and special graduate students; and, 3.00 for doctoral students.
3. Students not on academic probation are in good academic standing.
4. Academic warning
   a. Academic warning is a subcategory of good academic standing, differing only in the maximum allowable schedule load.
   b. A student who has a cumulative grade-point average below the minimum satisfactory scholarship requirement, or whose cumulative grade-point average for work taken during any term is below this requirement, shall be placed on academic warning.
   c. A student on academic warning whose grade-point average for the academic term is below the minimum satisfactory scholarship requirement and cumulative grade-point average is below the minimum satisfactory scholarship requirement shall remain on academic warning.
5. Academic probation
   a. A student on academic warning whose grade-point average is below the minimum satisfactory scholarship requirement for any academic term shall be placed on academic probation.
   b. An undergraduate student in good academic standing whose grade-point average for any academic term is below 1.00, based on at least six graded hours, shall be placed on academic probation.
   c. A student also may be placed on academic probation through other actions, as described in the following section.
6. Dismissal for unsatisfactory scholarship
   a. The Institute may drop from the rolls at any time a student whose record in scholarship is unsatisfactory.
   b. A graduate student whose grade-point average for any term is 2.00 or below may be placed on academic probation or dropped, regardless of the student’s previous record.
   c. A student on academic probation whose grade-point average for the academic term of probation is below the minimum satisfactory scholarship requirement and whose cumulative grade-point average is below the minimum satisfactory scholarship requirement shall be dropped from the rolls for unsatisfactory scholarship.
   d. An undergraduate student on academic warning whose grade-point average for any term is below 1.00, based on at least six graded hours, and cumulative grade-point average is below the minimum satisfactory scholarship requirement shall be dropped from the rolls for unsatisfactory scholarship.
   e. The record of a student on academic probation whose grade-point average for the academic term in unsatisfactory, but whose overall academic record is satisfactory, may be reviewed by the Institute Undergraduate Curriculum Committee or the Institute Graduate Curriculum Committee, as appropriate. The student may be dropped or may be continued on academic probation.
7. Academic review
   A student who normally would be dropped from the rolls for academic deficiencies, but appears from the record not to have completed the academic term, may be placed on academic review. This is a temporary standing that makes the student ineligible for registration. If no acceptable explanation is given within a reasonable time, the standing is changed to drop.
8. The academic standing regulations given previously for graduate students do not preclude a school from having more rigorous requirements.

D. Maximum Schedule Load
1. The maximum number of credit hours for which an undergraduate student may register in a Fall Semester or Spring Semester, based on her/his academic standing, is as follows:

<table>
<thead>
<tr>
<th>Classification</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Good</td>
<td>21</td>
</tr>
<tr>
<td>Warning</td>
<td>16</td>
</tr>
<tr>
<td>Probation</td>
<td>14</td>
</tr>
</tbody>
</table>

2. The maximum number of credit hours for which an undergraduate student may register in a regular Summer Session, based on her/his academic standing, is as follows:

<table>
<thead>
<tr>
<th>Classification</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Good</td>
<td>16</td>
</tr>
<tr>
<td>Warning</td>
<td>14</td>
</tr>
<tr>
<td>Probation</td>
<td>12</td>
</tr>
</tbody>
</table>

3. Students who are on probation or probation from dismissal may choose or be required to enroll in GT 2100. This course does not count toward graduation requirements nor would it count against the maximum course loads listed above.
IV. Scholastic Regulations

4. A graduate student may register for a maximum of 21 credit hours in a Fall Semester or Spring Semester and a maximum of 16 credit hours during a regular Summer Session.

5. Requests for schedule overloads must be recommended by the student's major school and approved by the Institute Undergraduate Curriculum Committee or Institute Graduate Curriculum Committee, as appropriate.

6. During Phase 1 Registration, the Institute reserves the right to limit undergraduate students to 18 credits maximum for the Fall Semester and Spring Semester and to limit graduate students to less than 21 credit hours depending upon the needs of the program or school.

E. Academic Honors

The Institute encourages excellence in scholarship and gives official recognition to undergraduate students whose work is superior in any given academic term.

1. Dean's List
   a. The Dean’s List includes all degree-seeking undergraduates who, during the preceding academic term, earned a grade-point average (GPA) of 3.00 or higher, completed a schedule of at least twelve credit hours of coursework on a letter-grade basis, and are not on academic warning or probation or subject to any disciplinary action. All grades must be reported.

2. Faculty Honors
   a. Faculty Honors includes all degree-seeking undergraduates who, during the preceding academic term, earned a grade-point average (GPA) of 4.00, completed a schedule of at least twelve credit hours of coursework on a letter-grade basis with no "W" grades, and are not on academic warning or probation or subject to any disciplinary action. All grades must be reported.

F. Change of Major

1. Any undergraduate student, by submitting the required form, will be permitted one unrestricted change of major (including the "Undecided" major) until she/he has earned 60 credit hours. After earning 60 credit hours, any request for a change of major will be permitted at the discretion of the school that the student is seeking to enter. A student who transferred from another institution to pursue a degree at Georgia Tech will be permitted to change her/his major only at the discretion of the school that the student is seeking to enter. Transfer students are not eligible for the one unrestricted change of major. Certain majors, because of high enrollment, have been granted a waiver of the one unrestricted transfer regulation. Students should contact the individual school concerning its current transfer policy.

   Schools with Change-of-Major restrictions:
   Industrial and Systems Engineering (http://www.isye.gatech.edu/academics/undergraduate/change-of-majors)
   Mechanical Engineering (http://www.me.gatech.edu/undergraduate/ug-curr/change_major/#me)

2. Graduate students, by filing the required form, may transfer with the concurrence of the schools involved and the graduate dean.

3. A student who changes her/his major must complete the degree requirements in the edition of Catalog that corresponds to the academic term in which the change of major went into effect or the degree requirements in any subsequent edition of the Catalog.

G. Exceptions

Exceptions to these scholastic regulations may be made by the Institute Undergraduate Curriculum Committee or the Institute Graduate Curriculum Committee, as appropriate, whenever a consideration of the student's complete record indicates that the application of a specific regulation will result in injustice.

H. Course Requirements

1. Each course shall have a syllabus and course policies provided to students before the Last Day to Withdraw an Individual Course without a Penalty, which is the last day of Add/Drop Period. Each syllabus should include an outline of the course objectives, required materials, criteria used in determining the course grade, and any other requirements for successful completion of the course. Each syllabus should outline acceptable student conduct as it relates to the Honor Code and Student-Faculty Expectations Agreement. Students shall be informed of any changes made to the syllabus and course policies with reasonable time to adjust to these changes.

2. In all courses students shall receive a graded performance evaluation returned prior to the Last Day to Withdraw from Courses. This provision allows students to evaluate whether to change the grade mode for the course or withdraw from it.

3. Progress Report grades of "S" or "U" will be submitted to the Office of the Registrar for all classes numbered in 1000 and 2000 ranges each semester prior to Mid-term, which is typically on the sixth week of Fall Semester and Spring Semester and on the fifth week of the Summer Session. A Progress Report grade of "U" indicates a performance level of "D" or lower. These grades are not permanent and never appear on a transcript, but they are issued to help students understand their academic performance in each of their courses and obtain academic help from the faculty and the many academic support services available on campus.

4. Students shall not be penalized if they cannot attend instructional, lab, or examination sessions that are not institutionally scheduled in accordance with the standard protocols.

5. Students shall have the opportunity to review graded material in a timely fashion and with reasonable access to grading instruments and/or grading criteria for individual assignments, projects, or exams.