

## Academic Nuts and Bolts

A complete listing of academic policies can be found in the current *Wesleyan College Catalogue*, available online on the Wesleyan College website in the *Academics* link. If you have any questions, contact Christy Henry, Assistant Dean of Academic Resources at [chenry@wesleyancollege.edu](mailto:chenry@wesleyancollege.edu) or the Registrar's Office at [registrar@wesleyancollege.edu](mailto:registrar@wesleyancollege.edu).

### Academic Advising

Your WISE 101 professor will be your first year advisor until you declare a major. Students who do not declare a major in the first year will be assigned to the Director of Student Success for advisement in the second year. It is your responsibility for knowing and meeting the requirements of Wesleyan College as articulated in the *Wesleyan College Catalogue*. It is highly recommended you keep a folder of all advising records, grades, and other important academic information. Your advisor is the first point of contact for questions pertaining to academics. You are urged to utilize "My Degree Progress" on WesPortal, Student tab, Registration and Degree Information to track your progress to degree completion.

### Academic Credit Options

Wesleyan College awards academic credit from the following options for courses from which it has a comparable program: Advanced Placement Program (AP), International Baccalaureate (IB), Cambridge International Examinations (CIE) A-Level, and College-Level Examination Program (CLEP). Upon receipt of an official score report and college admission, students may be awarded up to 30 semester hours of academic credit. Thirty hours is the maximum amount of credit a student may receive for all credit by examinations. To receive credit, students must earn at least the minimum score as indicated in the Catalogue. Consult the Catalogue to determine which scores are necessary for credit.

### Academic Resource Center

Located on the ground floor of the Willet Library, the Academic Resource Center (ARC) is the one stop shop for academic resources. It consists of the office for the Director of Student Success and Director of the First Year Experience including the following resources:

- **Writing Center** is available to all students who would like help improving their writing skills in general or enhancing a piece of writing in particular.
- **Academic Center** consists of multiple study lounge zones, a conference room, a smart board projector and meeting space, and ten computers for student use.
- **Tutoring Program** offers free peer tutoring for all academic courses in a one on one session or in group peer assisted study sessions.
- **Office of Student Disability Services** is committed to supporting students with disabilities in their academic, social, and emotional success.

### Course Load

A normal course load is between 12 and 18 semester hours during the fall and spring semester. Students who wish to take 19 or more hours must have a cumulative GPA of 3.0 and permission of the Registrar. A student with 27 or fewer semester hours may not register for a 300- or 400-level course without the permission of her advisor and the course instructor or chair of the department in which the course is being offered. International students, on an F-1 VISA, are required to maintain a minimum of 12 semester hours for the entire semester. Consult the Business Office for overload fees for hours above 18.

### Dropping and Adding Courses

For a short time at the beginning of the semester, you may drop or add courses, but you must first discuss any schedule changes with your advisor. Refer to the Registrar's Academic Calendar for drop/take period dates.

### General Education Requirements

Based on the proposition that an impassioned learner is best prepared to live a fully realized life, Wesleyan College's General Education Program gives women the chance to gain knowledge and develop skills needed to live purposefully and successfully in a rapidly changing world. The Wesleyan College General Education Program broadens women's perspectives and encourages innovation. A successful Wesleyan College graduate integrates knowledge from many sources, thinks deeply and creatively, and understands and responds to her individual, local, and global responsibilities. A Wesleyan College graduate sees the importance of and makes connections among liberal arts disciplines: humanities and fine arts, social sciences, natural sciences and mathematics. She lives as an engaged citizen, making sound ethical and personal decisions, communicating her views clearly and persuasively and working in communities to solve problems. There are slightly different requirements for either the Bachelor of Arts, Bachelor of Fine Arts, and Bachelor of Science in Nursing. Check the Catalogue for details.

## **Grading Scale**

The Catalogue describes the grading system at Wesleyan College according to the description of “A” work, “B” work, and so on, and the grade point value for each letter grade. Each instructor determines the point value for each letter grade. Consult your course syllabus to learn the point value for each letter grade for each course.

## **Graduation Requirements**

Graduates must complete 120 semester hours of college work and meet all other requirements for graduation as described in the Catalogue. The college requires a final cumulative GPA of at least 2.00 and a GPA of at least 2.00 in the major and optional minor fields. Additional requirements exist for some majors. A student must complete her final 30 semester hours at Wesleyan. Not more than 48 semester hours in any one discipline may be applied to graduation.

## **Honors**

Full-time students who during one semester, including summer, pass all their courses and earn a GPA of 4.0 are named as President’s scholars for the semester. Students who average a 3.50-3.99 are named to the Provost’s List.

Graduates who have demonstrated high scholastic ability will graduate with latin honors based on her cumulative GPA and additional requirements: *summa cum laude* (minimum of 3.90 GPA), *magna cum laude* (minimum of 3.70 GPA), and *cum laude* (minimum of 3.50 GPA). See Catalogue for latin honors requirements.

## **Independent Study**

Under faculty supervision, students may propose a maximum of six semester hours of independent study in one field of study. Special approval of the program director of the area concerned is required.

## **Majors and Minors**

You may declare a major/s and/or minor/s beginning in your first year and make changes at any time. Requirements vary from major to major, and once you have declared a major, your academic advisor will provide you with a checklist that describes specific requirements for your chosen major. You must take at least 3 semester hours in your major during your senior year and at least 3 semester hours in your minor at Wesleyan College. All students must complete at least one major to complete degree requirements. Additional majors and or minor/s are optional.

## **Probation and Exclusion (Academic)**

At the end of a semester a student is automatically placed on probation for the next semester if her cumulative GPA is below 2.00. A student who is placed on academic probation will be excluded if she remains on academic probation for two consecutive semesters of enrollment (not counting Wesleyan summer terms) and if her cumulative GPA remains below 2.00.

## **Repeating a Course**

A student may repeat a course one time to affect her GPA only when she has first made a D or F in the course; the better grade will count in the computation of the cumulative grade point average. Course credit earned in the case of repeated courses is counted only one time.

## **Study Abroad**

Many opportunities are available to study abroad, including study at one of our exchange partner institutions in China, Japan, Taiwan, South Korea, or Northern Ireland.

## **Summer School Study**

If you wish to attend summer school at Wesleyan College, registration for summer classes takes place during the spring semester.

## **Transient Study**

In order to receive credit for work done at another institution, you must receive permission from your advisor, the department in which the credit will be awarded, and the Registrar’s Office prior to taking the course. Contact your advisor before registering for course credit at another institution while you are enrolled at Wesleyan College. Consult the Catalogue for limitations on transient study.

## **Withdrawing from a Course**

Following the drop/take period, you may withdraw from courses by completing a *Withdrawal From a Class* form, which is available in the Registrar’s Office and on WesPortal. Refer to the Registrar’s Academic Calendar for the withdrawal date. Until this date, you may withdraw without academic penalty; after that, a Withdrawal carries the same academic consequence as an F.