

ACADEMIC ALERT #2010-19

DATE: December, 2010

DECISION: Office of the Provost (NLU); University Academic Policy

Addition to the University Undergraduate Residency Policy

The last 12QH (minimum of three courses) taken for a degree must be taken at NLU.

RATIONALE: The goal of this revised residency policy is to support undergraduate students in

meeting requirements for graduation, not just the major, and help in the retention and

success of NLU's students.

APPROVAL(S): Board of Trustees: September 23, 2010

Faculty Senate: September 15, 2010

Student Academic Standards Committee: August, 2010

University Leadership Council: July 27, 2010

IMPLEMENTATION DATE: Effective date is January 2011 for students completing their degree

requirements after June 30, 2012

CONTACT(S): Michael Lorenz, Registrar and Executive Director of Student and Academic

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SIGNATURE:

Carol R. Melnick, Ph.D.

Carol R. Melniel

Vice Provost

University Undergraduate Residency Policy: Requirements

Current minimum requirements:

- Forty-five quarter hours of the degree program must be taken at NLU.
- Program (major) requirements: 15QH of the upper-level major coursework must be taken at NLU.

Addition:

The last 12QH (minimum of three courses) taken for a degree must be taken at NLU.

Implementation

Credit by portfolio and credit for licenses and certification through NLU's Office of Prior Learning Assessment can be used for the residency requirement, within program-specific restrictions on the use of this credit (internal NLU credit).

Placement, AP, CLEP and DANTES tests will not count in the residency requirements (external credit).

Email notification by the University Registrar will be sent to all undergraduate students who have attended within the last five years.

A message from the Interim Provost will be sent to the Associate Vice President of Enrollment Management who in turn will work with his enrollment representatives.

A message from the Interim Provost will be sent to the deans who in turn will work with their faculty.

Changes need to be entered in Banner, CAPP and/or NLU web pages as appropriate.

The University Registrar, Director of Admissions, and staff in the Registrar's Office, Admissions, Enrollment, Recruitment, and Marketing need to be knowledgeable about the changes.

Advisors for undergraduate students, and faculty who teach in undergraduate programs at NLU need to be knowledgeable about the changes in order for students to be advised properly.

The revised catalog copy will be written by the Assistant Registrar for Schedules and Catalogs and submitted to the Vice Provost and Registrar for review and approval for the next catalog, 2011-2012.