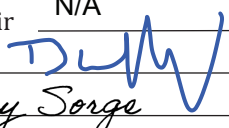


 FLORIDA ATLANTIC UNIVERSITY	NEW/CHANGE PROGRAM REQUEST Undergraduate Programs		UUPC Approval <u>10-12-2026</u> UFS Approval _____ Banner _____ Catalog _____
Department ^{N/A} College Undergraduate Studies			
Program Name Timely Graduation Policy		☐ New Program* ☒ Change Program*	Effective Date (TERM & YEAR) Spring 2027
Please explain the requested change(s) and offer rationale below or on an attachment. This proposed change revises language to be compatible with our transition to our new degree planning platform, lists student expectations, properly defines terms and time periods, reorganizes the statements, removes minimum credits to declare or enroll in minors/certificates, and provides guidance for seeking exceptions.			
*All new programs and changes to existing programs must be accompanied by a catalog entry showing the new or proposed changes.			
Faculty Contact/Email/Phone Dan Meeroff/dmeeroff@fau.edu/7-2126		Consult and list departments that may be affected by the change(s) and attach documentation All colleges were consulted via the UGS faculty committee of Associate Deans.	
Approved by Department Chair <u>N/A</u> College Curriculum Chair <u>N/A</u> College Dean <u></u> UUPC Chair <u>Korey Sorge</u> Undergraduate Studies Dean <u>Dan Meeroff</u> UFS President _____ Provost _____			Date _____ 10/08/2026 10-12-2026 10-12-2026 _____ _____

Email this form and attachments to mjenning@fau.edu seven business days before the UUPC meeting.

Timely Graduation for Undergraduate Students

Florida Atlantic University is committed to ensuring that students admitted as undergraduates will make progress toward their degree and graduate in a timely manner. The university will make every effort to employ the advising and academic support personnel necessary to ensure student success. Students also must take responsibility for timely graduation. ~~They must learn their degree requirements as listed in this university Catalog. They must review their degree audit (DARS) as least once every semester. They must meet with an academic advisor and review progress toward their degree at least once every semester.~~

1. Students must learn their degree requirements as listed in this University Catalog.
2. Students must review their degree audit at least once every semester.
3. Students must meet with an academic advisor and review progress toward their degree at least once every semester.

~~Expectations for Timely Graduation~~

~~In their first semester at FAU, students will be given an "Expected Graduation Date," which they are expected to follow as they complete their degree requirements. The following rules apply:~~

~~The following rules for timely graduation apply:~~

1. Students admitted to FAU as freshmen are expected to complete their degree program within four years. (The typical degree program requires 120 credits.) ~~To do so, students must successfully complete a minimum of 30 credits every year.~~
2. Transfer students who enter FAU with an **Associate of Arts (A.A.)** degree from a **Florida public institution** and other transfer students entering with 60 or more transfer credits are ~~encouraged~~ **expected** to complete their degree program within two years.
3. Transfer students entering with 59 or fewer credits are ~~encouraged~~ **expected** to complete their degree program in three years.

~~To graduate within the timeframes specified above~~ To graduate within the expected time period, students must successfully complete an average course load of 15 credits every **Fall and Spring** semester. Students ~~should~~ **may** enroll in summer courses ~~so as~~ to lighten their load in semesters when taking particularly difficult courses and to ensure progress toward their degree. Students in degree programs requiring more than 120 credits should **plan to** take summer coursework in order to graduate in four years. ~~All students entering FAU with fewer than 60 credits are required to earn a minimum of 9 credits in the summer.~~ Students must also follow any required pre-requisite and/or major course requirement sequencing to ensure appropriate progression through their degree. Students must only enroll in classes required for graduation (insert hyperlink: <https://catalog.fau.edu/academics/university-degree-requirements#baccalaureate1>).

Students unable to graduate within the expected **graduation time period** and unable to take a full-time course load in any given semester must secure the approval of an academic advisor and establish a plan of study. These steps will ensure their continuing progression toward a degree.

All students who have completed 120 credits or more must only enroll in classes required for graduation. Exceptions are allowed with academic advisor approval only for those students needing to maintain a full-time course load due to financial aid or other requirements:

Upon completing all requirements for their degree, students will graduate and have the opportunity to participate in commencement exercises. Those wishing to take additional courses after meeting degree requirements should consider a second baccalaureate degree, a graduate degree or coursework taken as a non-degree-seeking student.

All students must understand that credits earned in excess of those hours required for the degree may be subject to [excess hours surcharges](#) mandated by the State of Florida. Students will need to carefully consider the ramifications of their course selection in consultation with an academic advisor. ~~The addition of a minor or additional courses to their academic portfolio may sound appealing, but it also might result in considerable additional expense and a delay in degree completion. A change of major, too, may have the same results.~~ Additional coursework taken beyond the minimum degree requirements (e.g., adding a minor, certificate, dual degree, or double major) may result in additional expenses and a delay in degree completion.

~~Students who have completed all requirements for their first major by the deadlines stipulated above within the expected timelines must graduate, regardless of missing requirements for a minor, second major or certificate program:~~

~~Students who have completed all requirements for their first major within the expected time period must graduate, regardless of missing requirements for a minor, certificate, dual degree, or double major. Students who have not completed their major requirements within the specified deadlines will graduate with a Bachelor of General Studies (B.G.S.) degree, assuming they have met requirements for this degree. Students who have not completed their major requirements within the expected time period may have their major updated on their behalf to support an on-time graduation by their college/unit.~~

~~Students seeking an exception to this requirement should petition the student services office of the college overseeing their primary major. Students allowed an exception to the policy must meet with an academic advisor at least once every semester and follow the plan of study stipulated by the college student services office:~~

Minors, Certificate Programs, Second Majors, Dual Degrees and Change of Major

~~To meet the graduation requirements outlined above, students must adhere to the following:~~

~~Minors and Certificate Programs = Students must declare their minor or enroll in a certificate program after earning at least 45 credits but before completing the final 30 credits required to graduate. Requests will be approved only if it is clear that the student can complete all requirements by the expected graduate date:~~

~~Second Majors and Dual Degrees = Students must apply for the second major or dual degree after accumulating at least 45 credits but before completing the final 45 credits required to graduate. Requests will be approved only if it is clear that the student will meet all requirements by the expected graduate date:~~

~~Change of Major – All students seeking to change their major must meet with an academic advisor and carefully devise a plan of study to ensure a timely graduation. A change of major will not be considered for students who have completed 75 or more credits of coursework, unless there is a clear expectation that the graduation timeframe requirement will be met.~~

For students currently active in a degree-seeking program, a request to declare a certificate, minor, second major, or dual degree program must be initiated by an academic advisor and approved through the appropriate academic unit.

- **Minors and Certificate Programs** – A request to declare a minor or enroll in a certificate will be approved only if it is clear that the student can complete all requirements for the minor and/or certificate by the expected graduation date.
- **Second Majors and Dual Degrees** – A request to pursue a double major or dual degree will be approved only if the requirements can be completed without extending the expected graduation date.
- **Change of Major** – All students seeking to change their major must meet with an academic advisor and carefully devise a plan of study to ensure a timely graduation. A change of major will not be considered for students who have completed 75 or more credits of coursework, unless there is a clear expectation that the graduation time period requirement will be met.

Students wishing to take additional courses after meeting degree requirements should consider a second baccalaureate degree, a graduate degree, or coursework taken as a non-degree-seeking student.

Exceptions for Timely Graduation Requirements

~~Students seeking an exception to any Timely Graduation requirement should petition the student services office of the college overseeing their primary major.~~

Requests for exceptions from the timely graduation policy must be approved by the Dean of the college overseeing the student's primary major. Students allowed an exception to the policy must meet with an academic advisor at least once every semester and follow the approved plan of study.