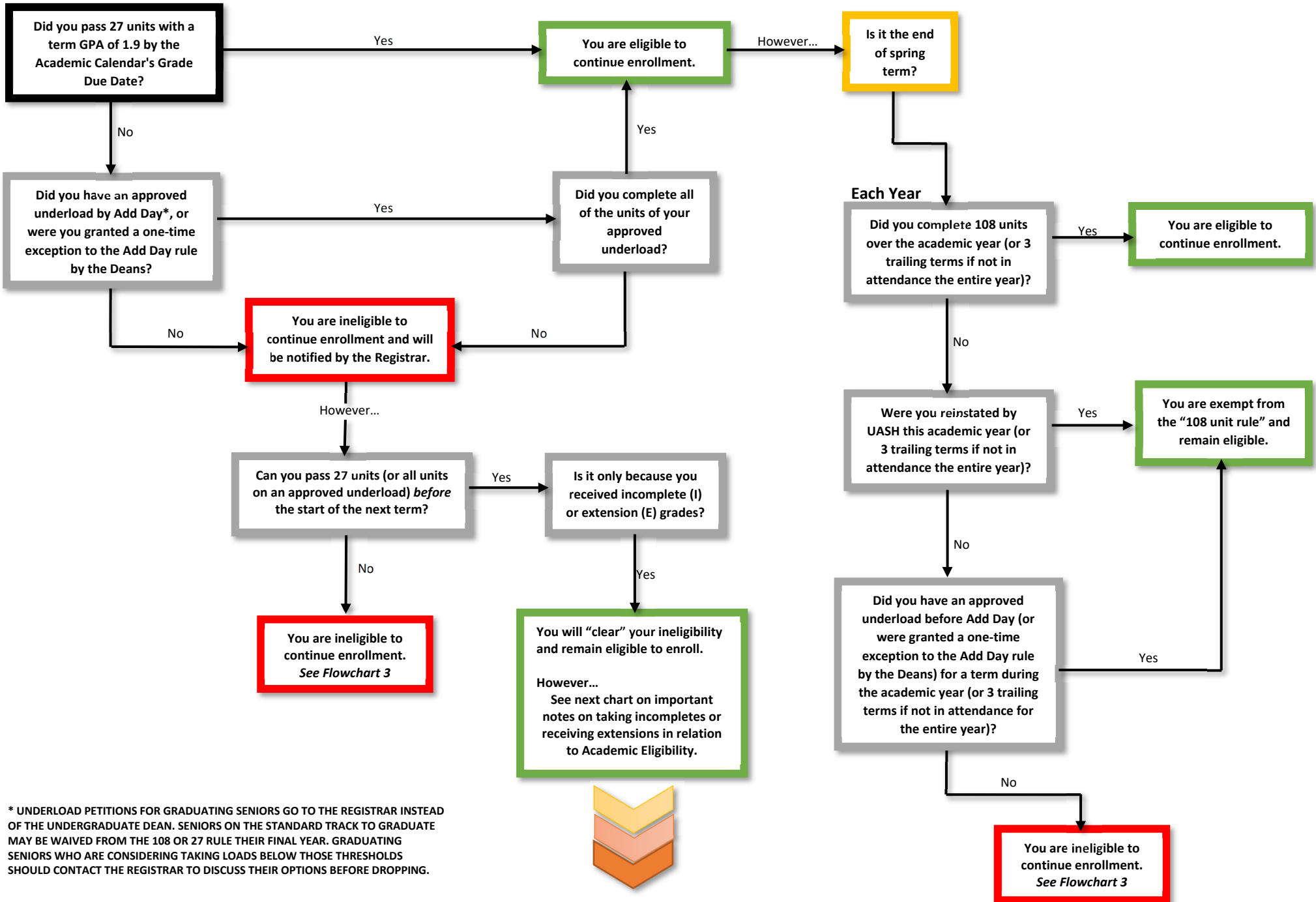


Flowchart 1: Determining Academic Eligibility

Each Term

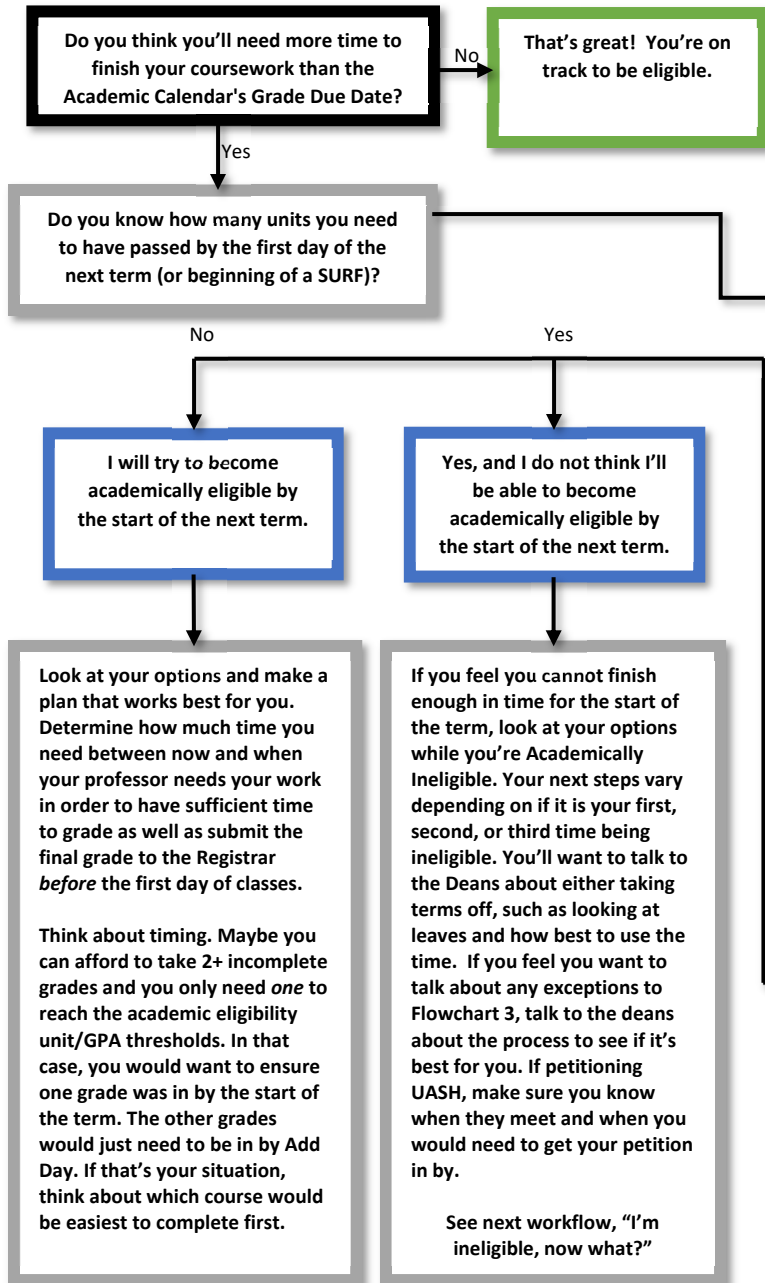


* UNDERLOAD PETITIONS FOR GRADUATING SENIORS GO TO THE REGISTRAR INSTEAD OF THE UNDERGRADUATE DEAN. SENIORS ON THE STANDARD TRACK TO GRADUATE MAY BE WAIVED FROM THE 108 OR 27 RULE THEIR FINAL YEAR. GRADUATING SENIORS WHO ARE CONSIDERING TAKING LOADS BELOW THOSE THRESHOLDS SHOULD CONTACT THE REGISTRAR TO DISCUSS THEIR OPTIONS BEFORE DROPPING.

PLEASE NOTE: IN ADDITION TO ENROLLMENT LIMITATIONS, YOU MAY ONLY CLEAR AN ACADEMIC INELIGIBILITY FROM YOUR ACADEMIC RECORD BY THE START OF THE TERM (NOT ADD DAY).

Flowchart 2: Academically Ineligibility because of E & I Grades

Planning to Ensure You can Continue Enrollment into the Next Term



Look at your unofficial transcript...

End of fall or winter

You have NO underload, an underload between 27-35 units, or a post-Add Day underload: You must pass 27 units with a 1.9 GPA. Make sure you know how many E's or I's you can afford to get and stay academically eligible.

Example: If you're registered for 45 units, you can afford to have no more than 18 units of E's or I's at the start of the following term. Keep in mind that you still need a 1.9 GPA.

You have a Pre-Add Day underload that's <27 units: You must pass all the units of the underload with a 1.9 GPA

Example: If you're registered for 27 units and receive one E grade, you would currently be ineligible, and you would need to have that final grade in REGIS before the first day of classes in order to be able to stay enrolled the next term.

End of spring (you meet the below criteria)

NO pre-Add Day underloads, an underload between 27-35 units, or a post-Add Day underload of any amount, and have NOT been academically eligible within your past three terms: You must pass 27 units and 108 units over the last three terms. Make sure you know how many E's or I's you can afford to get and stay academically eligible.

Example: If you passed 36 units in fall, 36 units in winter, and you are registered for 36 units in the spring, you would need to pass all of your spring units before the start of the term to meet the "108 rule". A single E or I in spring would make you Academically Ineligible even if you passed 27 units.

SURFs and End of Spring Eligibility Statuses: Your status at the end of spring also affects your ability to do a SURF or summer courses (including research). So, your faculty may have said you could finish the grade by the beginning of fall term. However, if you planned on doing a SURF, remember that you may actually need that grade much sooner.

During your past three terms - You either had a Pre-Add Day underload that's <27 units or had been academically ineligible: You must pass 27 units with a 1.9 GPA but are waived from the "108 rule". Make sure you know how many E's or I's you can afford to get and stay academically eligible.

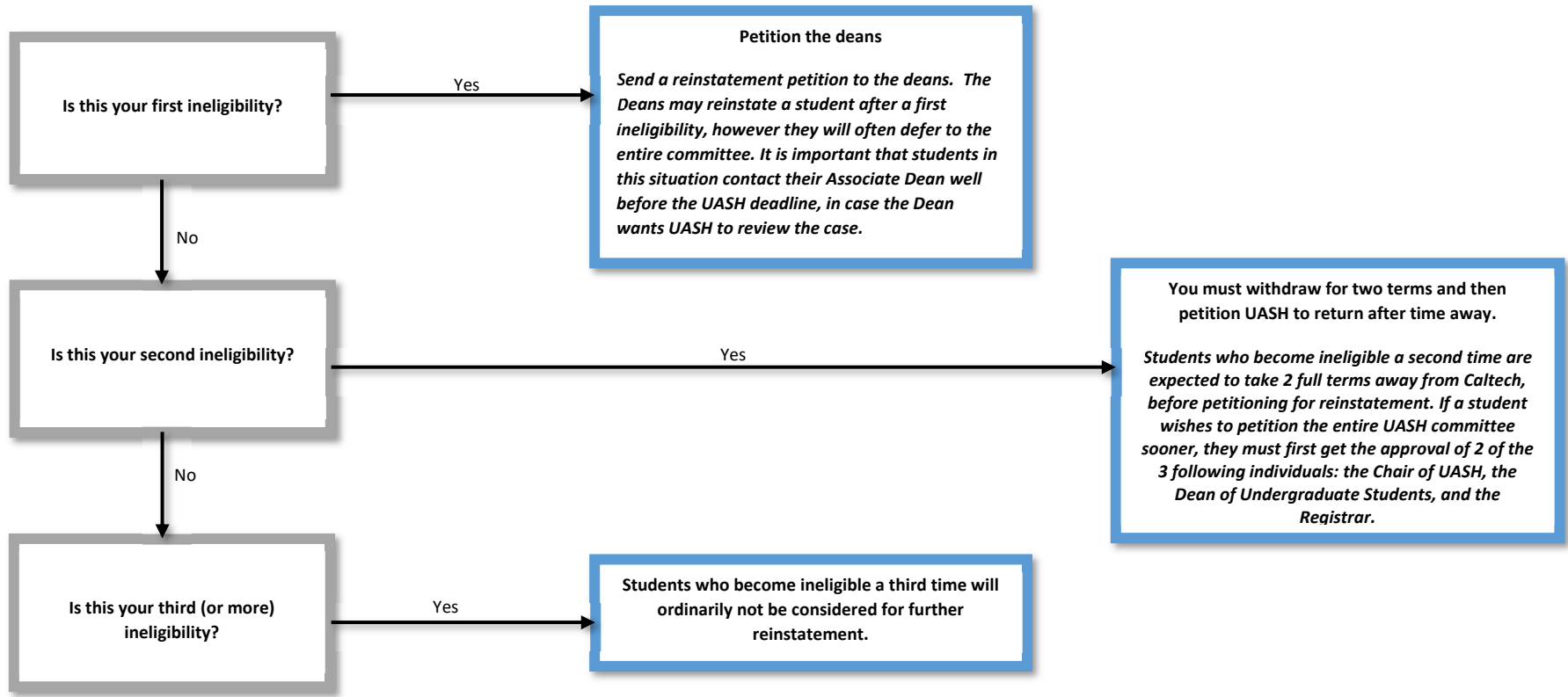
Example: If you're registered for 27 units and receive one E grade, you would currently be ineligible and you would need to have that final grade in REGIS before your SURF begins in order to be able to start it, summer courses, research, or fall courses.

After reviewing above, do you think your E's or I's will keep you from being able to meet Academic Eligibility criteria?

Tips for those with E and I grades:

- Faculty need time to grade! The last day to "clear" an ineligibility is right before the first day of classes. That's when your grade needs to be *posted* in REGIS. They might be unavailable to grade the week before the term, so make a plan with them.
- Incompletes that you work on through Add Day of the following term can negatively impact your start of the new term. Depending on how much work you have to do, it can feel like you're doing an overload those first few weeks. That can lead to a cycle of more incompletes down the line.
- Students are limited to 6 E's during their academic career. Due date extensions beyond Add Day will count against the student's limit of 6. If a student wishes to receive extensions beyond the limit of 6, they have to petition UASH each time. I grades do not have limits. However, the grade of I is only given in case of sickness or other emergency that justifies noncompletion of the work. Both the deans and faculty have to approve before a student can be assigned an I grade.

Flowchart 3: “I’m ineligible, now what?”



Tips for those who are academically ineligible:

- If you have to take terms off - While away from Caltech, make good use of your time such as being gainfully employed, doing an internship, volunteering, completing courses elsewhere, completing all outstanding E or I grades. Talk about these options with the deans to ensure they are appropriate for your situation.
- Reinstatement Petitions and the UASH handbook can be found at www.registrar.caltech.edu/UASH
- If looking for an exception to the above policies, please speak with the deans to learn more about possible options.

PLEASE NOTE: YOU MAY ONLY CLEAR YOUR INELIGIBILITY FROM YOUR ACADEMIC RECORD BY THE START OF THE TERM (NOT ADD DAY)