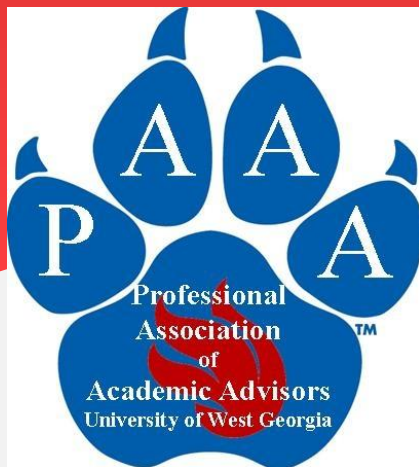


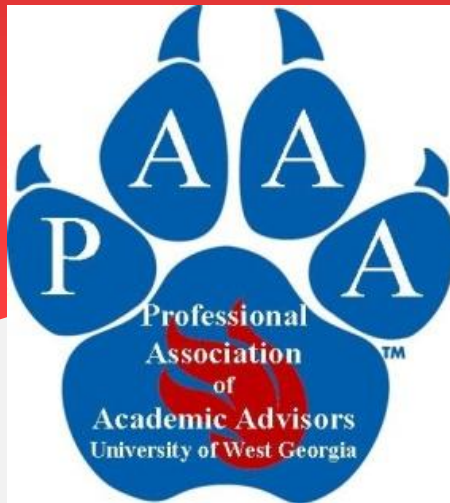
UWG Advising 1101: Academic Policies & Resources for Helping Students

Presented by
PAAA Officers and the Registrar's Office

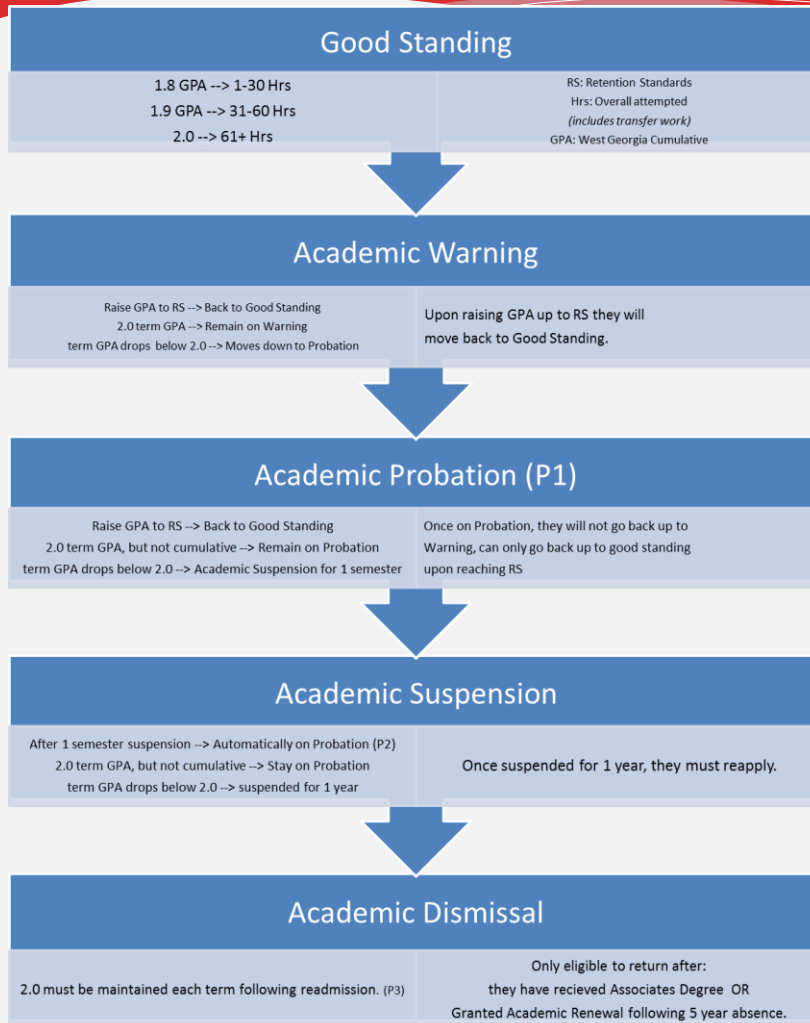
September 4, 2013



Academic Policies



Academic Standards

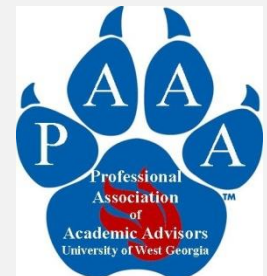


* **Academic Standards of Progress:**

- * 1.8 GPA (0-30 hours)
- * 1.9 GPA (31-60 hours)
- * 2.0 GPA (61+ hours)

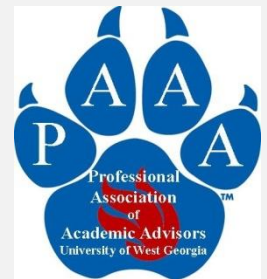
* **Academic Standing:**

- * Good Standing
- * Academic Warning
- * Academic Probation
- * Academic Suspension
- * Academic Dismissal



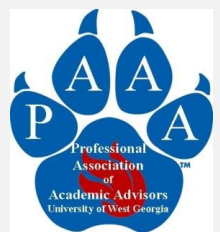
Possible Outcomes

- (1) A student who raises his/her institutional grade point average to meet the Academic Standards will return to Good Standing
- (2) A student who receives a term GPA of 2.0 but does not raise the institutional GPA enough to meet above standards will remain at the current standing
- (3) A student who fails to achieve a semester grade point average of 2.0 will move to the next level (ex. while on Academic Warning will be placed on Academic Probation)



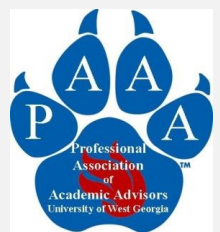
Grade Replacement Policy

- * A student may repeat a course taken at UWG to replace an earlier grade earned in a course taken Fall 1996 or later
- * Grades earned in courses taken at other institutions can **Not** replace grades earned in courses taken at UWG
- * Grades earned at UWG can **NOT** replace grades transferred in from another institution
- * In the case of courses with variable course titles, the repeated course must have the exact same title as the original course
 - * Exception: can repeat XIDS 2001, 2002, and 2100 and use the grade replacement rules regardless of the titles of the courses taken
- * Academic standing and graduation GPA will be based on the last attempt of all courses taken at the institution
 - * i.e. if a student takes a course a second time and does worse in it, the second grade is still the one that counts.



Grade Replacement

- * Some financial aid does not recognize grade replacement
- * Grade replacement is beneficial to meet minimum 2.0 UWG institutional GPA for graduation required of all Bachelors degrees
- * Honors GPA counts ALL courses attempted
- * eCore courses may use different numbers but will count for grade replacement if exact equivalent (see equivalents [here](#))
- * While the replacement grade calculates into GPA, the previous grade will still appear on transcripts
- * [Grade replacement policy](#)



Grade Replacement-Example on Banweb

Term: Spring Semester 2007

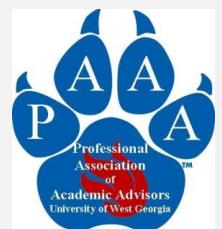
Academic Standing:

Probation 1

| Subject | Course | Campus | Level | Title | Grade | Credit Hours | Quality Points | Start and End Dates | R |
|---------|--------|-------------------|-------|-----------------------------|-------|--------------|----------------|---------------------|---|
| ASTR | 2313 | Carrollton Campus | US | Astronomy | D | 3.000 | 3.00 | | |
| CS | 1020 | Carrollton Campus | US | Computers and Society | B | 2.000 | 6.00 | | I |
| CS | 1300 | Carrollton Campus | US | Intro to Computer Science | D | 4.000 | 4.00 | | |
| MATH | 2853 | Carrollton Campus | US | Elementary Linear Algebra | C | 3.000 | 6.00 | | |
| MATH | 3003 | Carrollton Campus | US | Transition to Advanced Math | F | 3.000 | 0.00 | | E |

Term Totals (Undergraduate-Semester System)

| | Attempt Hours | Passed Hours | Earned Hours | GPA Hours | Quality Points | GPA |
|----------------------|---------------|--------------|--------------|-----------|----------------|------|
| Current Term: | 15.000 | 12.000 | 12.000 | 12.000 | 19.00 | 1.58 |
| Cumulative: | 91.000 | 49.000 | 49.000 | 49.000 | 93.00 | 1.89 |



Limited Course Withdrawal Policy

- * Effective Fall 2013, Undergraduate students may withdraw from courses with a grade of “W” (Withdraw Passing) a maximum of six times during their entire undergraduate enrollment at the University of West Georgia.
- * Students must withdraw from courses during the Withdrawal “W” Period, as noted on the Registrar’s Calendar in The Scoop.
- * The Withdrawal “W” Period typically begins after Drop/Add and closes at mid-term. Grades of “W” do not count toward the grade point average.
- * Retroactive withdrawals for prior terms are not permitted.

Withdrawal from the University

- * Starting in Fall 2013, students are no longer allowed to withdraw from ALL classes online via BanWeb.
- * If students decide not to attend UWG for a semester for which they have registered and have paid their fees, they must fill out a **Complete Withdrawal Form** and take it to the EXCEL Center to meet with an advisor.
 - * The advisor will review the form with the student, sign, date and forward the information to the Registrar's Office. The withdrawal date will be effective on the date of the advisor's signature.
 - * Distance (online) students should complete the form and then contact (phone, email) the EXCEL Center to speak with an advisor to complete the withdrawal process.

Types of Withdrawal

* Formal

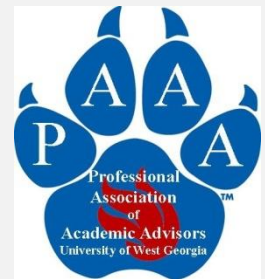
- * The student will be awarded a withdrawal grade (W or WF) in each course based on the withdrawal period deadline.
- * The student record will be marked inactive.
- * The student must apply for readmission if he/she wishes to return to the University of West Georgia.

* Term

- * The student will be awarded a withdrawal grade (W or WF) in each course based on the withdrawal period deadline.
- * All W grades **Will Count** towards the student's maximum withdrawal limit.
- * The student's account will remain active for one year from the term of the withdrawal.
- * The student must meet with my Academic Advisor prior to the beginning of Open Registration for the term in which he/she decides to return.
- * The student will not be eligible to register until the Open Registration period begins.

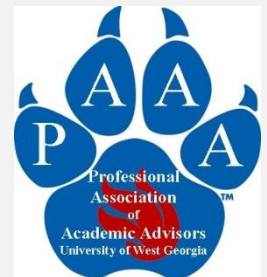
Hardship Withdrawal Policy

- * Students may request a hardship withdrawal after the official withdrawal deadline published in the schedule of classes
 - * “W” Date: October 12th for Fall 2012
 - * Have only until the day before the week of Finals begins
- * A hardship withdrawal is an exception based on unusual or emergency circumstances beyond the student’s control
- * Requires approval of student’s Dean & typically medical documentation and/or counselor recommendation
- * Typically **MUST** withdraw from **ALL** courses



Regents' Test Policy

- * UWG students no longer required to take an actual test
- * However, still must fulfill the BOR requirement
 - * So requirement still listed in Wolf Watch
- * Do so by satisfactory completion of ENGL 1101 and 1102



US/Georgia Constitution and History Requirement

- * HIST 2111 or HIST 2112
 - * If a student received credit for **HIST 2111 or 2112** from an out-of-state institution, they will need to take the Georgia History exam.
- * POLS 1101
 - * If a student received credit for **POLS 1101** from an out-of-state institution or a Technical College System of Georgia institution (before Fall 2011), they will need to take the Georgia Constitution exam.
- * A study guide for the exams may be purchased at the campus bookstore. Students need to register for each exam through the [Testing Office](#) at 678-839-6435. They do not have to take the exam their first semester here, however, ***it is strongly suggested that they take it as soon as possible.***
- * **PASSING THIS EXAM IS A REQUIREMENT FOR GRADUATION.**



Advising Specific Student Populations



Athletes



- * To maintain NCAA eligibility, student athletes must meet one of the following eligibility calculations:
- * Successfully complete a combined total of 24 semester credit hours in the two preceding semesters (Actual Method) or Complete an average of 12 semester credits for each of the previous terms (Averaging Method)
- * Completing grades include A, B, C, D and S
- * Grade replacements should be in addition to a 12 hour course load (can't count again towards the 24 hour rule)
 - * If possible, should take grade replacement courses in the summer
- * If a student receives a D in English 1101 or 1102, this class is considered passing by NCAA rules, even though it is not considered passing by UWG



Students with Disabilities

“Accessibility Services”

- * **Advisement:**

- * Students must be advised by their appropriate campus advisor to participate in Early Registration. Please double-check that their advisement hold has been removed during their advisement session.

- * **Disability-related Schedule Concerns:**

- * The Coordinators will be available to discuss disability-related schedule concerns by appointment. Students should call [\(678\) 839-6428](tel:6788396428) for an appointment. **Students must have received academic advisement prior to this.**

- * **Registration Entry:**

- * Most students with disabilities will be cleared in Banner to enter their own registration in Banweb when early registration begins.
- * If you are aware of a student with a disability who has not been cleared in Banner to register early (as indicated by their "earliest day to register date"), please let Shannon Nahri know, so she may enter their clearance properly before the registration period begins.



Resources for Students



EXCEL Center for Academic Success

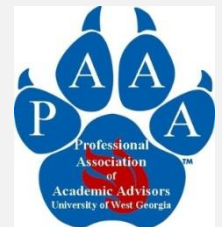
- Free Tutoring for ALL CORE classes!
- SI (Supplemental Instruction)
- Mentoring for UWG students, HOPE Scholars
- College Success Seminars (see schedule for dates)

Contact Information:

UCC 200

X6280

<http://www.westga.edu/excel/>



Advising in EXCEL

- Discovery: the major exploration program for Undecided and unsure students !
- Academic Advising for Undecided majors, Criminology (<45 credits), Mass Communications (<45 credits), Pre-Nursing, Pre-Psychology, Sociology (<40 hours), Biology (<30 credits) majors

Contact Information:

UCC 200

X6280

<http://www.westga.edu/excel/>



Math Tutoring Center



Day

Hours

Monday

9:00 am - 8:00 pm

Tuesday

9:00 am - 8:00 pm

Wednesday

9:00 am - 8:00 pm

Thursday

9:00 am - 7:00 pm

Friday

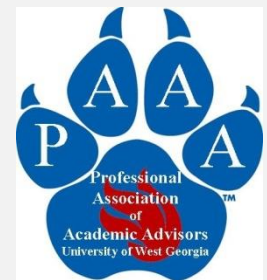
9:00 am - 3:00 pm

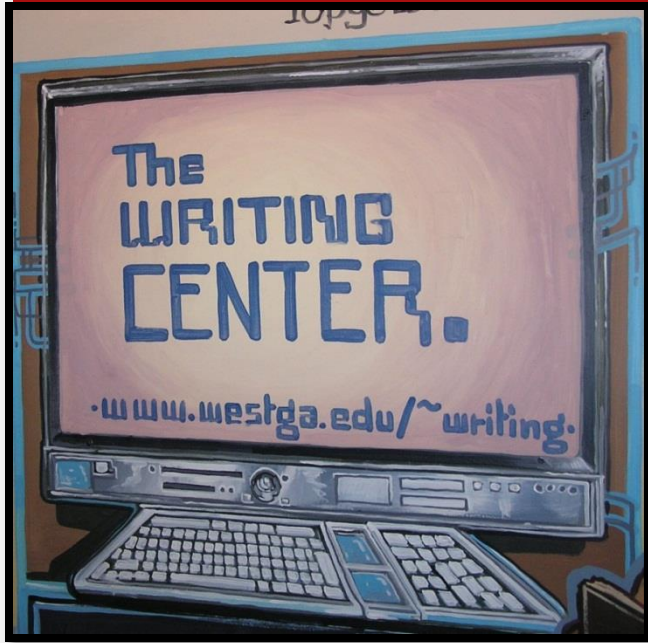
Contact Information:

678-839-4140, Boyd 205

http://www.westga.edu/math/index_176.php

The Department of Mathematics operates a free tutoring service called the Math Tutoring Center (formerly the Math Lab). The tutoring center is staffed by faculty and students who have demonstrated an understanding of the mathematics courses offered at this institution. The tutoring center is open to ANYONE who needs help in MATH 1001, MATH 1111, MATH 1112, MATH 1113, MATH 1413, and MATH 1634, etc.





The UWG Writing Center primarily serves the University of West Georgia community, primarily the First Year Writing Program. First-Year Writing faculty tutors provide guidance through every phase of the writing process in writing tasks, ranging from help with English 1101/1102 and other writing assignments. Services include individual and group tutoring, writing skills workshops, and computer and web-based support programs. Our goal is to help new writers meet the expectations of academic writing and to become independent in the critical skills of reading, writing, and thinking.

Hours of Operation

Mondays, Tuesdays, Wednesdays: 10am to 7pm

Thursdays: 10 am to 3 pm

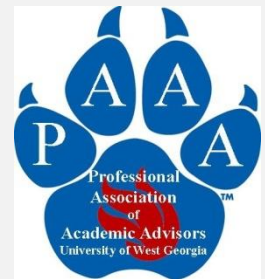
Fridays: 10 am to 1 pm

Contact Information:

678-839-6513

TLC 1201

<http://www.westga.edu/writing/>





COUNSELING & CAREER DEVELOPMENT

GET A CHANGE OF PERSPECTIVE.



Assessment and Intervention for:

- Adjustment to college
- Relationship difficulties
- Depression, stress, and anxiety
- Substance abuse, addiction
- Rape, incest, abuse or other personal violations
- Eating disorders
- Anger problems
- Sleep problems
- General personal concerns
- Crisis or trauma intervention

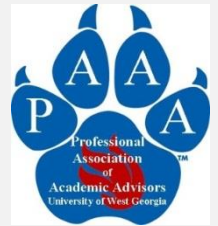
Contact Information:

678-839-6428, Row Hall

<http://www.westga.edu/counseling/>

Services:

- Personal Counseling
- Psychotherapy
- Career Counseling
- Computer assisted career exploration
- Study skills and educational counseling (reading, note-taking, test anxiety, time-management)
- Disabilities Support Services (coordination of services and accommodations for physical, psychological and learning disorders)





Enrollment Services Center

The ESC is responsible for a multitude of tasks related to Financial Aid and Registration, including:

- Maintenance of student academic records
- Readmission of undergraduate students
- Management of the Banner course catalog, schedule and registration
- Evaluation of transfer credits for new and continuing undergraduate students
- Monitoring the academic progress of candidates for undergraduate degrees
- Certification of enrolled veterans
- Provide academic transcripts and verifications of enrollment and degree
- Support and advice regarding academic policies and procedures

Registration

[Course Listings & Catalogs](#)

[Drop/Add & Withdrawal](#)

[ARGHE Cross-Registration](#)

Credit Information

[Transferring to UWG](#)

[Transcript Request](#)

[Enrollment Certification & Degree](#)

[Verification](#)

[Credit By Exam](#)

Other Resources

[The Scoop](#)

[Academic Calendar](#)

[BanWeb](#)

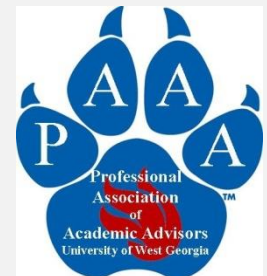
[MyUWG](#)

[Distance Education](#)

[GPA Calculation](#)

[Veterans](#)

[FERPA](#)





Enrollment Services Center

The Office of Financial Aid is here to help students with financial needs for a quality college education. Many types of financial aid are available to students at the University of West Georgia. The office can help students determine what they are eligible to receive and what best suits their financial need.

Types of Aid

[Grants](#) | [Scholarships](#) | [Loans](#)
[Veterans Information](#) | [Vocational Rehabilitation](#)

You Should Know

[Rights & Responsibilities](#) | [Payment of Fees](#)
[Refund Policy](#) | [Employment](#) | [Academic Progress](#)

Contact Information:
678-839-6421, Parker Hall
<http://www.wesga.edu/esc/>

