<table>
<thead>
<tr>
<th>§1-501 All Students (c)(3)</th>
<th>§1-501 All Students (c)(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Death of a family member (See Student Bereavement Guidelines <a href="http://www.odos.illinois.edu/studentAssistance/absence/bereavement.asp">http://www.odos.illinois.edu/studentAssistance/absence/bereavement.asp</a>).</td>
<td>Death of a family member (See Student Bereavement Guidelines <a href="http://odos.illinois.edu/community-of-care/resources/students/bereavement/">http://odos.illinois.edu/community-of-care/resources/students/bereavement/</a>).</td>
</tr>
</tbody>
</table>

§1-501 All Students (i)
(i) If, after receiving a notice described in subsection (h) above, a student’s attendance continues to be irregular, the instructor may report this fact to the student’s college dean. The dean of the student’s college, in consultation with the instructor, may determine that the student’s attendance has become so irregular that the student’s scholarship is likely to be severely impaired. The dean may require the student to withdraw from the course with a grade of Withdrawal or Failure. (See § 3-312.)

§1-501 All Students (i)
(i) If, after receiving a notice described in subsection (h) above, a student’s attendance continues to be irregular, the instructor may report this fact to the student’s college dean. The dean of the student’s college, in consultation with the instructor, may determine that the student’s attendance has become so irregular that the student’s scholarship is likely to be severely impaired. The dean may require the student to withdraw from the course with a grade of Withdrawal or Failure. (See § 3-312.)

§ 3-303 Registration

(a) Students register for courses by computer. When a student does so, the student agrees to pay tuition and fees to the University according to the payment policies and schedules adopted by the Board of Trustees. If a student wishes to cancel his/her registration, and thus avoid payment of tuition and fee charges, the student must do so before the first day of instruction. (See § 3-308.)

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Unauthorized use of University computerized systems, data, or resources; unauthorized use of another individual’s identification, account, or password; or an attempt to gain unauthorized access is prohibited by University policy and may constitute a violation of Illinois state law. Access to the student registration system will be terminated if the student is found to be making excessive unsuccessful registration attempts. The department office should be consulted in that instance, if the student needs assistance in adding a particular course.

(b) Days for registration are designated for each term and are published in the Office of the Registrar Academic Calendars.
(b) Days for registration are designated for each term and are published in the Office of the Registrar Academic Calendars (http://registrar.illinois.edu/academic-calendars) for that term. Each term, students are assigned an earliest registration time or time ticket when they may first use the course enrollment portion of the student registration system. Access is subject to holds that may be imposed by the student’s college of enrollment or an administrative office. Registration times are assigned on the basis of the college of enrollment and credit hours earned.

(c) A student who has courses on her/his record as of the first day of instruction is registered in courses as shown on the student’s schedule and thus obligated to pay all tuition and fees assessed.

(d) Course registration: A student may register in courses subject to conditions imposed by the colleges and academic departments. 
(1) Colleges and departments reserve the right to impose registration requirements and prerequisites; to reassign students to other sections in a course; to withdraw students from a course or section after the course is on the student’s record; or to cancel a course offering or section for legitimate educational reasons (for example, whenever minimum enrollment standards have not been met). 
(2) The registration of a student who fails to meet conditions for continued enrollment may be canceled by college action.
(3) Conditions for course registrations and changes to them may be publicized in the Course Explorer (https://courses.illinois.edu) or other media available to the University and in department offices.

(e) Under certain conditions, a college, a department, or the Office of the Registrar may alter or create a student’s course registration. For example: 
(1) Students may request the appropriate administrative office to act if they are unable to take action because of deadlines and/or restrictions enforced by the student registration system.
(2) Students who are off campus and are unable to access the student registration system during early registration may request courses by submitting a completed Schedule Planning Form to their college office.
(3) First-year students in law and veterinary medicine may be registered by their colleges.

(f) The initial billing for each term will be available online as an electronic
bill (E-Bill) in the first week of the next month after the term begins for all students who have courses on record as of the first day of instruction. The University no longer mails student account bills to registered students.

(f) The initial billing for each term will be available online as an electronic bill (E-Bill) in no later than the first week of the next month after the term begins for all students who have courses on record as of the first day of instruction. The University no longer mails student account bills to registered students.

§ 1-304 Identification Cards
(a) Each new student is issued a photo identification card, which must be retained by the student while he or she is registered at the University. The ID card remains the property of the University and should be returned to the Campus ID Center upon leaving the University.

(b) Any person who alters or intentionally mutilates a University ID card (including but not limited to punching holes in the card, applying stickers, etc.), or who uses the ID card of another or allows his or her ID card to be used by another, may be subject to discipline. (See § 1-303.)

(c) The University ID card must be presented for identification purposes at the request of an agent of the University when the agent is acting in the performance of his or her supervisory or security function (for example, examination proctor, University police officer, residence hall director or adviser, recreational facility supervisor, ticket takers, ushers). Any student refusing to provide the University ID card when requested by an agent of the University may be subject to discipline.

(d) An ID card may be confiscated by an agent of the University when acting in the performance of his or her duties if:
   (1) the ID card is in the possession of an individual other than the one to whom the ID was issued and that individual attempts to use the card to represent himself or herself as a duly registered student, or
   (2) the ID card is presented by the individual to whom it was issued but is not valid for the term of registration at the time and the individual attempts to represent himself or herself as a duly registered student.

(e) If an ID card is lost or stolen, a student should immediately notify the Campus ID Center to deactivate the online functionality of the ID card (e.g., meal plan, door access, etc.). Until the ID Center is notified, the student may be held responsible for unauthorized use of the ID card. If a confiscated, surrendered,
or herself as a duly registered student.

(e) If a card is lost or stolen, a student should immediately notify the Campus ID Center to deactivate the online functionality of the ID card (e.g., meal plan, door access, etc.). Until the ID Center is notified, the student may be held responsible for unauthorized use of the ID card. If a confiscated, surrendered, lost, stolen, or otherwise damaged card has a balance on the value stripe, there is no guaranteed refund on the unused balance on the card.

(f) A charge is made for replacing each lost, mutilated, confiscated, or stolen student ID card.

(g) Card data, including but not limited to the UIN, card number, and photo, may be used for University purposes in accordance with Article 3, Part 6 of the Student Code.

(h) An ID card is non-transferable and does not authorize the card holder to obligate the University of Illinois in any way.

(i) A student who links an i-card to an authorized, contracted University service provider (e.g., for banking services) understands and agrees that he or she is releasing the UIN (as part of the card number) to said service provider. A student is responsible for notifying all said service providers if a linked ID card is lost or stolen.

(j) By accepting possession of the i-card, the cardholder agrees to hold harmless the Board of Trustees of the University of Illinois, and its officers, employees, representatives, or agents, from and against any claims, damages, costs, expenses, including an amount equal to reasonable attorney’s fees, or liabilities, including for loss or damage to any property or for death or injury to any person or persons, arising out of or in any way connected with any incorrect or outdated phone numbers that may be listed on the ID card.

§3-108 Academic Progress
(a) The progress of the student toward a degree is the concern of the dean of the college in which the student is enrolled.

(b) A student whose progress is unsatisfactory is subject to action by the dean of the college in which the student is enrolled under general academic policies.

§ 3-108 Academic Progress Procedures for Review of Instructor's Ability to Communicate Clearly
(a) All academic departments are to take steps to ensure that all of their instructors are able
provisions adopted by the faculty.

<table>
<thead>
<tr>
<th>to communicate clearly in the class.</th>
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<tbody>
<tr>
<td>(b) Students who find themselves in a class where their instructor is unable to communicate clearly should initiate the following procedure:</td>
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<tr>
<td>1) Immediately contact the Executive Officer (EO) of the department in which the course is being offered to report the problem.</td>
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<tr>
<td>2) If the EO determines that the instructor is unable to communicate clearly, the EO will take appropriate action.</td>
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<thead>
<tr>
<th>§3-109 Probation and Drop Rules—Undergraduate Students</th>
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</thead>
<tbody>
<tr>
<td>(a) The following probation and drop rules apply in all undergraduate colleges on the Urbana-Champaign campus. They do not apply in the Graduate College, or the professional Colleges of Law and Veterinary Medicine. (See § 3-609(b) on notification.)</td>
</tr>
<tr>
<td>(1) Probationary status serves as a warning to the student that unless his or her scholarship improves, the student is subject to the drop rules.</td>
</tr>
<tr>
<td>(2) Probation and drop rules are based on the University of Illinois semester average or cumulative average (See § 3-103 on computation of scholastic averages.)</td>
</tr>
<tr>
<td>(b) Probation Rules</td>
</tr>
<tr>
<td>The following regulations shall be used to determine a student’s probationary status, provided drop rules do not apply:</td>
</tr>
<tr>
<td>(1) Beginning Freshmen</td>
</tr>
<tr>
<td>A beginning freshman who does not earn at least a 2.0 (C) average in his or her first semester or during summer session is placed on a 2.0 probation for the next semester or summer session in which the student is registered.</td>
</tr>
<tr>
<td>(2) Students other than beginning freshmen</td>
</tr>
<tr>
<td>(A) A student whose cumulative average is 2.0 or better and who does not earn at least a 2.0 average in any semester or during summer session is placed on a 2.0 probation for the next semester or summer session in which he or she is registered.</td>
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<tr>
<td>(B) A student whose cumulative average is 1.75 to 1.99 inclusive is placed on a 2.25 probation.</td>
</tr>
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<td>(b) A student whose progress is unsatisfactory is subject to action by the dean of the college in which the student is enrolled under general provisions adopted by the faculty.</td>
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</table>
A student whose cumulative average is less than 1.75 is placed on a minimum 2.33 probation.

A student may be placed on a “probationary status” at any time when, in the judgment of the college, his or her scholastic record warrants such action. Likewise, the probation rules may be waived when, in the judgment of the college, a student’s scholastic record indicates that the warning provided by the probationary status is unwarranted.

Scholastic probationary status at the University may not be cleared by attendance at another institution except by special action of the dean of the student’s college.

Removal from probation. Students on academic probation for failure to maintain the minimum grade-point average are returned to non-probationary standing upon obtaining a cumulative grade-point average of 2.0 (C = 2.0) or better.

Drop Rules

The following regulations shall be used to determine if a student is to be dropped from the University.

1. A student is dropped if he or she fails to earn at least a 1.0 (D) average in any academic semester (not including summer session).
2. A student on probation who fails to meet his or her established probation level is dropped unless the student has achieved at least a 2.0 average or better for that semester and his or her cumulative average is at least 2.0.
3. A student who fails to make satisfactory progress toward a degree is dropped. Examples would be the repeated failure of a required course or failure to meet other conditions for continuation in the curriculum.
4. A nondegree or part-time student who fails to complete the conditions of admission or continuation is dropped.
5. The drop rules may be waived when, in the judgment of the student’s college, his or her scholastic record warrants such action.

§3-110 Probation and Drop Rules—Undergraduate Students

(a) The following probation and drop rules apply in all undergraduate colleges on the Urbana-Champaign campus. They do not apply in the Graduate College, or the professional...
(1) Probationary status serves as a warning to the student that unless his or her scholarship improves, the student is subject to the drop rules.

(2) Probation and drop rules are based on the University of Illinois semester average or cumulative average (See § 3-103 on computation of scholastic averages.)

(b) Probation Rules

The following regulations shall be used to determine a student’s probationary status, provided drop rules do not apply:

(1) Beginning Freshmen

A beginning freshman who does not earn at least a 2.0 (C) average in his or her first semester or during summer session is placed on a 2.0 probation for the next semester or summer session in which the student is registered.

(2) Students other than beginning freshmen

(A) A student whose cumulative average is 2.0 or better and who does not earn at least a 2.0 average in any semester or during summer session is placed on a 2.0 probation for the next semester or summer session in which he or she is registered.

(B) A student whose cumulative average is 1.75 to 1.99 inclusive is placed on a 2.25 probation.

(C) A student whose cumulative average is less than 1.75 is placed on a minimum 2.33 probation.

(D) A student may be placed on a “probationary status” at any time when, in the judgment of the college, his or her scholastic record warrants such action. Likewise, the probation rules may be waived when, in the judgment of the college, a student’s scholastic record indicates that the warning provided by the probationary status is unwarranted.

(3) Scholastic probationary status at the University may not be cleared by attendance at another institution except by special action of the dean of the student’s college.

(4) Removal from probation. Students on academic probation for failure to maintain the minimum grade-point average
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(c) Drop Rules
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(3) A student who fails to make satisfactory progress toward a degree is dropped. Examples would be the repeated failure of a required course or failure to meet other conditions for continuation in the curriculum.
(4) A nondegree or part-time student who fails to complete the conditions of admission or continuation is dropped.
(5) The drop rules may be waived when, in the judgment of the student’s college, his or her scholastic record warrants such action.

§ 2-503 Reservation Procedures
Those seeking use of University premises shall make their requests by completing and filing the form “Request for Use of University Premises.”
(a) Requests from University organizations, campus boards, registered organizations, and related organizations shall be signed by a registered agent and shall be filed in one of the following offices, depending upon the location of the space requested. Registered Organizations and Registered Student Organizations must first receive event approval from the Illini Union Office of Registered Organizations, 284 Illini Union.
(1) for space in the Illini Union, with the Illini Union Reservations Office, 165 Illini Union, or via iumeetingrooms@illinois.edu or establish an on-line account by sending an email message to address provided above
(2) for space in University housing, with the student government of the residence through the Housing Division, 200 Clark Hall
(3) for space in the State Farm Center, with the State Farm Center
§ 2-504 The Priority System—Priorities for Use of Space

(a) Except for space in the Illini Union, State Farm Center, Krannert Center for the Performing Arts, Foellinger Auditorium, Beckman Institute, Allerton Park and Conference Center, Activities and Recreation Center, Campus Recreation Center-East, Ice Arena, and Complex Fields and Outdoor Center Fields, the following priorities with respect to reservations of space shall be followed:

1. the teaching, research, and public service programs of University organizations. In general, scheduled instructional usage shall take precedence over all other uses.
2. educational, informational, cultural, and recreational programs sponsored by University organizations, campus boards, registered organizations, and related organizations.
3. approved events sponsored by (in order of priority) (1) campus-community organizations, (2) outside organizations, and (3) individuals.

(b) For space in the Illini Union, the following priorities with respect to reservations of space shall be followed:

1. functions sponsored by the Illini Union Board.
2. educational, informational, cultural, and recreational programs sponsored by University organizations, campus boards, registered organizations, and related organizations.
3. approved events sponsored by (in order of priority) (1) campus-community organizations, (2) outside organizations, and (3) individuals.
4. functions sponsored by non-University organizations.
5. approved events sponsored by individuals.

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7. functions sponsored by non-University organizations.
8. approved events sponsored by individuals.
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10. approved events sponsored by individuals.
sponsored by University organizations, campus boards, registered organizations, and related organizations.

(3) the teaching, research, and public service programs of University organizations, including conferences and short courses sponsored by the Office of Continuing Education.

(4) approved events sponsored by (in order of priority) (1) campus-community organizations, (2) outside organizations, and (3) individuals.

(c) For space in Foellinger Auditorium, the following priorities with respect to reservations of space shall be followed:

(1) scheduled classes between 8:00 a.m. and 3:00 p.m. Mondays through Fridays during the fall and spring semesters.

(2) final examinations during the fall and spring semester final examination period.

(3) evening examinations (Monday, Tuesday, Wednesday, Thursday). (To ensure other events are not precluded, a maximum of two evening exams per week will be scheduled. Additional evening exams may be scheduled within four weeks prior to the exam date, if space is available.)

(4) events involving a large expected attendance, or the need for theater facilities and production equipment.

(5) Other matters concerning the operation of the priority system may be developed by the management of Foellinger Auditorium.

(d) For space in the Activities and Recreation Center and the Campus Recreation Center-East, the following priorities with respect to reservations of space shall be followed:

(1) scheduled Kinesiology classes between 8:00 a.m. to 11:00 a.m. and 1:00 p.m. to 3:00 p.m. Monday through Friday during the fall and spring semesters.

(2) recreational programs sponsored by the Division of Campus Recreation.

(3) programs sponsored by recognized Club Sports organizations within the Division of Campus Recreation.

(4) programs sponsored by Registered Organizations and Registered Student Organizations.

(e) For space in the Complex Fields and Outdoor Center Fields, the following priorities with respect to reservations of space shall be followed: recreational programs sponsored by the Division of Campus Recreation.

For space in the Ice Arena, the following priorities with respect to reservations of space shall be followed: scheduled Kinesiology classes between 9:30 a.m. to 11:00 a.m. and 1:00 p.m. to 3:00 p.m. Monday through Friday during the fall and spring semesters.

(2) educational, informational, cultural, and recreational programs sponsored by University organizations, campus boards, registered organizations, and related organizations.

(3) the teaching, research, and public service programs of University organizations, including conferences and short courses sponsored by the Office of Continuing Education.

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(2) recreational programs sponsored by the Division of Campus Recreation.

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(4) programs sponsored by Registered Organizations and Registered Student Organizations.

(e) For space in the Complex Fields and Outdoor Center Fields, the following priorities with respect to reservations of space shall be followed: recreational programs sponsored by the Division of Campus Recreation.
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<tr>
<th>§ 2-606 Use of In-Line Skates, Roller Skates, and Skateboards</th>
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</tr>
</thead>
<tbody>
<tr>
<td>(a) It is the University’s position to allow use of in-line skates, roller skates, skateboards, and similar devices for transportation on campus in accordance with the guidelines cited below. Regulation of these devices is deemed necessary to reduce risk of injury and use that causes damage to University property. For their safety, and the safety of others, skaters are also expected to follow other applicable University regulations and local traffic laws. Skaters should wear proper safety equipment at all times. Questions about this Rule may be directed to the Office of Campus Risk Management at 333-4660.</td>
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<td>(b) Use of in-line skates, roller skates, or skateboards is generally permitted for transportation on campus. However, skating is strictly prohibited:</td>
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<td>(1) in all University buildings (skates should be removed prior to or immediately upon entry)</td>
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</tr>
<tr>
<td>(2) in all multi-level parking structures</td>
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</tr>
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<td>(3) in other areas in which this prohibition has been posted by the University to enhance personal safety, reduce property damage, or prevent interference with campus operations</td>
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</tr>
<tr>
<td>(4) if it is performed in a manner that indicates a disregard for the safety of others or damages property</td>
<td>(4) if it is performed in a manner that indicates a disregard for the</td>
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</tbody>
</table>
(c) Recreational use of in-line skates, roller skates, and/or skateboards by groups and/or individuals (i.e., skill demonstrations, sports/competitions, stunts, tricks, and uses other than transportation) is prohibited from building entrances, steps, stairs, ramps, walls, sidewalks, parking lots, and other general campus space except when formally schedule and approved by the appropriate campus unit(s); e.g., when proper arrangements have been made to use the Division of Campus Recreation skating facility located at Stadium Terrace Fields. A list of proper authorities to ask for permission to use campus space may be found in Article 2, Part 5, Use of University Premises and Facilities, of the Code.

(d) Failure to comply with this policy or other applicable University guidelines and traffic laws may result in either or both of the following:

(1) referral to the student disciplinary system;

(2) Illinois Vehicle Code citations and/or arrest for any criminal offense(s).

§ 3-508 Refunds of Registration Charges (c)

(c) Withdrawal for Military and Other National Defense Service
In cases of withdrawal for active duty in the Armed Forces or other approved national defense service under the circumstances described in § 3-314, special refund provisions have been adopted by the University as follows:

§ 1-403 Procedures (a)(2)

(a) Suspicion of infraction – Initial Determination.
   (1) Allegation. An Instructor who has reason to believe that a student has committed an academic integrity infraction shall notify the student in writing of the basis for the belief. E-mail notice is strongly encouraged. The Allegation Notice must contain sufficient information to permit the
(2) Response. The student has ten (10) business days from the date of the Allegation Notice to submit a written Response to the Instructor. The Response should include all relevant information, materials and witness statements the student wishes the Instructor to consider. Upon good cause shown, an extension may be requested in writing and may be granted by the executive officer (EO).

§ 3-309 Repeated Undergraduate Courses and Campus Grade Replacement

(a) In General
(1) A student who repeats a subject for which the student has previously received credit (either by class work at the University, or by advanced standing previously allowed for work done elsewhere) does not forfeit the original credit in the event the student should fail the course on the second attempt. Where a course has been repeated, both the original and subsequent grades are included in the average if the course is acceptable toward graduation, but the credit is counted only once. (See § 3-103 on computation of grades.)
(2) If the course is repeated yet again, all grades received, passed or failed, are counted in the graduation average, except as indicated in § 3-802 on minimum scholarship requirements for graduation.

(b) Campus Grade Replacement
(1) Undergraduate students may repeat courses for grade replacement according to the following set criteria. If these conditions are not met, the general policy governing repeated courses applies.
   (A) Students may repeat for grade replacement up to a total of 4 distinct courses, not to exceed a maximum of 10 semester hours, taken at the University of Illinois at Urbana-Champaign.
   (B) A course in which an academic integrity violation, under §1-403 of the Code has been officially reported may not be repeated for grade replacement.

(2) If the course is repeated yet again, all grades received, passed or failed, are counted in the graduation average, except as indicated in § 3-802 on minimum scholarship requirements for graduation.
replacement.
(C) A course may be repeated for grade replacement only once.
(D) Courses may be repeated for grade replacement only in those
cases in which students received grades of C-, D+, D, D-, or F on the
first attempt.
(E) Variable credit courses must be taken for the same number of
credit hours when repeated for grade replacement. Special topics
courses must be taken for the same topic when repeated for grade
replacement.
(F) A student who has been awarded a degree from the University of
Illinois may not subsequently repeat a course from that degree
program for the purposes of grade replacement.
(2) When a student repeats a course for grade replacement, the transcript is
affected as follows:
(A) Both course enrollments and corresponding grades appear on the
official transcript.
(B) The first course enrollment on the student’s transcript will be
permanently identified as a course that has been repeated for grade
replacement.
(C) Where a course has been repeated for grade replacement, the course
credit earned will be counted only once toward degree and program
requirements. In the event that the student should fail the course on the
second attempt, the student does not forfeit the original credit (§3-309
(a)(1)).
(D) When a course has been repeated for grade replacement, only the
grade received in the second enrollment for the course will count in the
student’s grade point average. In the event that the student should fail
the course on the second attempt, while having earned a passing grade
in the first attempt, the general policy governing course repeats applies:
all grades received, passed, or failed will be counted in the graduation
average (§3-309, (a)(2)) except as indicated in (§3-802) on minimum
scholarship requirements for graduation.
(3) Students must register their intent to use the course repeat for grade
replacement option by filing a form for this purpose at their college
office during the first half of the term (e.g., the first eight weeks of the
semester, the first four weeks of the summer session, or the first four
weeks of an eight-week course) in which the course is taken.

(B) A course in which an academic integrity violation, under §1-403 of the Code has been officially reported may not be repeated
for grade replacement.
(C) A course may be repeated for grade replacement only once.
(D) Courses may be repeated for grade replacement only in those
cases in which students received grades of C-, D+, D, D-, or F on the
first attempt.
(E) Variable credit courses must be taken for the same number of
credit hours when repeated for grade replacement. Special topics
courses must be taken for the same topic when repeated for grade
replacement.
(F) A student who has been awarded a degree from the University of
Illinois may not subsequently repeat a course from that degree
program for the purposes of grade replacement.
(2) When a student repeats a course for grade replacement, the
transcript is affected as follows:
(A) Both course enrollments and corresponding grades appear on the
official transcript.
(B) The first course enrollment on the student’s transcript will be
permanently identified as a course that has been repeated for grade
replacement.
(C) Where a course has been repeated for grade replacement, the
course credit earned will be counted only once toward degree and
program requirements. In the event that the student should fail the
course on the second attempt, the student does not forfeit the
original credit (§ 3-309(a)(1)).
(D) When a course has been repeated for grade replacement, only the
grade received in the second enrollment for the course will count in the
student’s grade point average. In the event that the student should fail
the course on the second attempt, while having earned a passing grade
in the first attempt, the general policy governing course repeats applies:
all grades received, passed, or failed will be counted in the graduation
average (§ 3-309(a)(2)) except as indicated in (§ 3-802) on minimum
scholarship requirements for graduation.
(3) Students must register their intent to use the course repeat for grade
replacement option by filing a form for this purpose at their college
office during the first half of the term (e.g., the first eight
weeks of the semester, the first four weeks of the summer session,
or the first four weeks of an eight-week course) in which the course is taken.

<table>
<thead>
<tr>
<th>§ 3-306 Payments</th>
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</tr>
</thead>
<tbody>
<tr>
<td>(a) A student must remit payment by the due date shown on the “View Account” link in Student Self-Service. A student who fails to meet the due date is assessed a monthly Late Payment charge equal to 1.5 percent of the delinquent balance or $1, whichever is greater. In addition, delinquent accounts will be subject to a financial hold, which may prevent registration and/or release of the student’s academic record.</td>
<td></td>
</tr>
<tr>
<td>(b) A student who either fails to withdraw officially from the University or withdraws following the refund period is responsible for payment of all tuition and fee charges. (See § 3-508.)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>§ 3-312 Withdrawal from the University—General Rules</th>
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</tr>
</thead>
<tbody>
<tr>
<td>(a) All Students</td>
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</tr>
<tr>
<td>(1) A student who leaves the University during any term must officially withdraw from the University. A student who is registered in only one course and later requests to drop that course must withdraw from the University. Failing grades will be assigned to any student who leaves the University without completing withdrawal.</td>
<td>(1) A student who leaves the University during any term must officially withdraw from the University. A student who is registered in only one course and later requests to drop that course must withdraw from the University. Failing grades will be assigned to any student who leaves the University without completing withdrawal.</td>
</tr>
<tr>
<td>(2) Withdrawal procedures:</td>
<td>(2) Withdrawal procedures:</td>
</tr>
<tr>
<td>(A) Obtain a withdrawal form from the office of the dean of the college or graduate department. The date the student notifies the college or graduate department office of his/her intent to withdraw should be recorded as the official withdrawal date.</td>
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</tr>
<tr>
<td>(B) Obtain the signatures of the University officers as indicated on the withdrawal form.</td>
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</tr>
<tr>
<td>(C) Deposit the withdrawal form at the Records Service Center, 901 West Illinois Street, Urbana.</td>
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</tr>
<tr>
<td>(3) Cancellation or withdrawal from the University does not abrogate the authority of the institution to pursue disciplinary action.</td>
<td>(C) Upon the student’s request, the dean may file the withdrawal form on behalf of the student.</td>
</tr>
<tr>
<td>(4) The student ID card remains valid for the term in which fees for services</td>
<td></td>
</tr>
</tbody>
</table>

| Past Due charge of $2 per month, and a one-time Collections Administration Fee of $42 if the account is referred for collection. |
| In addition, delinquent accounts will be subject to a financial hold, which may prevent registration and/or release of the student’s academic record. |
| (b) A student who either fails to withdraw officially from the University or withdraws following the refund period is responsible for payment of all tuition and fee charges. (See § 3-508.) |
have been paid.

(b) Undergraduate Students

(1) The dean may issue a withdrawal form with a notation that failing grades are to be recorded in specified courses in which the student is seriously deficient.

(2) A student may be dropped or placed on probation for poor scholarship as of the date of the withdrawal at the discretion of the dean. If such a student fails to file the withdrawal form with the Office of the Registrar, the dean may file it.

(3) A student who withdraws from the University within the last three weeks of instruction in the semester or within the last two weeks in the summer term or whose status cannot be determined because of excused grades may have an academic hold placed by their college on any future registrations.

(c) Undergraduate Students

(1) The dean may issue a withdrawal form with a notation that failing grades are to be recorded in specified courses in which the student is seriously deficient.

(2) A student may be dropped or placed on probation for poor scholarship as of the date of the withdrawal at the discretion of the dean. If such a student fails to file the withdrawal form with the Office of the Registrar, the dean may file it.

(3) A student who withdraws from the University within the last three weeks of instruction in the semester or within the last two weeks in the summer term or whose status cannot be determined because of excused grades may have an academic hold placed by their college on any future registrations.

§ 3-313 Withdrawal from the University for Military or Other National Defense Services

(a) Undergraduate and Professional Students

(1) Credit in Courses

(A) Undergraduate or professional students at Urbana-Champaign who, after completing the seventh week and before completing the twelfth week of the semester, withdraw from the University in order to enter into active service with the Armed Forces of the United States or other country (including the National Guard), or other service pertaining to the national defense that is approved by the appropriate University committee and do so enter within ten days of the date of withdrawal, shall be entitled to receive, without examination, credit for one-half of each course in which they have attained a standing of C- or better at the time of withdrawal. The grade reported shall be that attained in the course up to the time of withdrawal. (Grades reported below C- are recorded as W (withdrawn); grades of C- or

(3) Cancellation or withdrawal from the University does not abrogate the authority of the institution to pursue disciplinary action.

(4) The student ID card remains valid for the term in which fees for services have been paid.

(b) Undergraduate Students

(1) The dean may issue a withdrawal form with a notation that failing grades are to be recorded in specified courses in which the student is seriously deficient.

(2) A student may be dropped or placed on probation for poor scholarship as of the date of the withdrawal at the discretion of the dean. If such a student fails to file the withdrawal form with the Office of the Registrar, the dean may file it.

(3) A student who withdraws from the University within the last three weeks of instruction in the semester or within the last two weeks in the summer term or whose status cannot be determined because of excused grades may have an academic hold placed by their college on any future registrations.
higher reported in courses taken under the CR-NC option are recorded as CR.)

(B) Students who are members of the Active Reserve Forces (including the National Guard) called to active duty under normal training orders will not be granted academic credit for courses in which they are enrolled unless they have requested a postponement of such a period of active duty for training until the summer, and unless the University has received a verification that such a request was officially denied. This requirement, however, shall not apply to individuals who are called to active duty as a result of national emergency or as a result of the mobilization of the Reserve Forces (including the National Guard).

(C) Where such withdrawal occurs upon completion of the twelfth week of the semester, or later, such student shall be entitled to receive full credit upon like conditions.

(D) In cases in which withdrawal occurs during terms of different lengths, the same credit provisions prevail, as follows:
Twelve-Week Term – Half credit after six weeks; full credit after nine weeks.
Eight-Week Session – Half credit after four weeks; full credit after six weeks. (See § 3-508(c) on refund regulations.)

(E) Students, irrespective of their grade in any course in which they are then registered, who withdraw from the University at any time for any of the above-mentioned reasons, shall be entitled at their discretion to take an examination for credit in the course or for credit for only the first half thereof. The usual grading system applies. (See § 3-102 on grading system.)

(2) Graduation

(A) Students who have been at the University for not less than two full semesters at Urbana-Champaign, who have met all requirements for graduation (including minimum scholarship requirements), except those below C- are recorded as W (withdrawn); grades of C- or higher reported in courses taken under the CR-NC option are recorded as CR.)

(B) Students who are members of the Active Reserve Forces (including the National Guard) called to active duty under normal training orders will not be granted academic credit for courses in which they are enrolled unless they have requested a postponement of such a period of active duty for training until the summer, and unless the University has received a verification that such a request was officially denied. This requirement, however, shall not apply to individuals who are called to active duty as a result of national emergency or as a result of the mobilization of the Reserve Forces (including the National Guard).

(C) Where such withdrawal occurs upon completion of the twelfth week of the semester, or later, such student shall be entitled to receive full credit upon like conditions.

(D) In cases in which withdrawal occurs during terms of different lengths, the same credit provisions prevail, as follows:
Twelve-Week Term – Half credit after six weeks; full credit after nine weeks.
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(E) Students, irrespective of their grade in any course in which they are then registered, who withdraw from the University at any time for any of the above-mentioned reasons, shall be entitled at their discretion to take an examination for credit in the course or for credit for only the first half thereof. The usual grading system applies. (See § 3-102 on grading system.)
that they would fulfill by completing the courses for which they are registered at the time of withdrawal from the University in order to enter into active service with the Armed Forces, will receive full credit in those courses and may be recommended for a degree provided they have completed the seventh week of that semester (sixth week in a twelve-week term or fourth week in an eight-week session), and provided they have a standing in the courses for which they are registered that, if maintained to the end of the semester, would satisfy the requirements for graduation. If the withdrawal occurs before the completion of the seventh week of such semester (sixth week in a twelve-week term or fourth week in an eight-week session), students may be recommended for a degree upon passing examinations covering the first half of the subject matter of the courses in which they are then registered.

(B) A senior who is eligible for continuing enrollment who at any time leaves the University to enter military service and does so enter within ten days, and who lacks no more than one-sixteenth of the total credit hours required for a degree, may, at the discretion of the college concerned and on approval of his or her major department, be recommended for such degree. But no student should be considered eligible for this privilege who has acquired hours under the provisions of subsection (2)(A) above.

(i) “A senior who is eligible to continue” shall be interpreted to mean one whose progress during his or her University registrations has been satisfactory to the administrative officers of his or her college. Among grounds for dissatisfaction might be negligence in meeting requirements, or scholastic deficiencies.

(ii) “At any time” shall be interpreted to mean “during any semester of enrollment or the interim between successive semesters.” It is not intended that students who stay out of college for any semester, and who thus do not make continuous progress to their degrees, shall be eligible for the privilege.
extended in these rules.

(b) Graduate Students
A graduate student who withdraws from the University at any time in order to enter into active service with the Armed Forces, or other service pertaining to the national defense as determined by the appropriate University committee, shall be entitled to receive such credit for work theretofore done by the student as the professor in charge of his or her major work and the dean of the Graduate College, in accordance with the recommendation of the instructor or instructors in charge of the work in which he or she is registered, deem proper, these officers being guided by policies comparable to those that apply to undergraduate students who withdraw from the University in order to enter into active service with the Armed Forces, or other service pertaining to the national defense.

(ii) “At any time” shall be interpreted to mean “during any semester of enrollment or the interim between successive semesters.” It is not intended that students who stay out of college for any semester, and who thus do not make continuous progress to their degrees, shall be eligible for the privilege extended in these rules.

(b) Graduate Students
A graduate student who withdraws from the University at any time in order to enter into active service with the Armed Forces, or other service pertaining to the national defense as determined by the appropriate University committee, shall be entitled to receive such credit for work theretofore done by the student as the professor in charge of his or her major work and the dean of the Graduate College, in accordance with the recommendation of the instructor or instructors in charge of the work in which he or she is registered, deem proper, these officers being guided by policies comparable to those that apply to undergraduate students who withdraw from the University in order to enter into active service with the Armed Forces, or other service pertaining to the national defense.

§ 3-308 Cancellation of Registration

(a) A student who has placed courses on her/his record and later decides not to attend the University may cancel registration before the first day of instruction provided the student has neither attended any classes nor received any related student services.

(b) Once a student has attended a class or used campus services, the student may not cancel his/her registration. If the student leaves the University, the student must officially withdraw from the University as required by § 3-313. Refunds for students who withdraw from the University are governed by § 3-508.

(c) Before the end of the day before the first day of instruction for a

§ 3-308 Cancellation of Registration

(a) A student who has placed courses on her/his record and later decides not to attend the University may cancel registration before the first day of instruction for the semester of the courses, provided the student has neither attended any classes nor received any related student services.

(b) Once a student has attended a class or used campus services, the student may not cancel his/her registration. If the student leaves the
term, a student may cancel registration and be relieved of all tuition and fee charges. A student may cancel registration in one of the following ways:

1. By using the student registration system to remove all but the last course by 11:59 p.m. of the day before the first day of instruction, and following the directions to inform the Office of the Registrar.
2. By submitting a request for cancellation of registration to the Office of the Registrar. The request must be received no later than 5:00 p.m. on the day before the first day of instruction. Requests by mail should be addressed to the Office of the Registrar, 901 West Illinois Street, Urbana, IL 61801.
3. Requests in person should be made at the Records Service Center, 901 West Illinois Street, Urbana, by 5:00 p.m. on the day before the first day of instruction.

§ 3-310 Guided Individual Study, and Extramural and Online Courses

(a) All Students (Guided Individual Study)

(1) Guided individual study courses are open to applicants who can meet the University entrance requirements. In addition, high school students (at least 15 years old) with grade point averages of at least 3.5 out of 4, may enroll in any entry-level undergraduate course listed in the Guided Individual Study Course Catalog with the permission of the guidance counselor at their high schools and with University approval. Qualified superior students, not enrolled in a high

§ 3-310 Guided Individual Study, and Extramural and Online Courses Self-Paced Online Courses

(a) Self-paced online courses are generally open to all students.

(1) High school students may enroll with the permission of the guidance counselor at their high schools or comparable permission and with university approval.

(2) Students seeking a degree from the University of Illinois at Urbana-Champaign must obtain the approval of their college or
school, may also enroll in undergraduate guided individual study courses. To be
eligible for enrollment, such students must demonstrate their proficiency, and their
admission must be concurred in by the Head of Academic Outreach and by the
departments in which the course or courses are to be taken. Proficiency can be
demonstrated by, for example, previous completion of a related course at a
Community College or a college level GIS course from another institution,
appropriate score on an SAT or ACT test.
(2) No student is permitted to register in more than three guided individual study
courses at one time.
(3) Students enrolled for courses on the Urbana-Champaign campus must obtain
the approval of the dean of their college to enroll concurrently in guided individual
study courses.
(4) Students who have been dropped from the University of Illinois for poor
scholarship must obtain the recommendation of the dean of their college before
completing registration in an extramural or online course.
(5) Guided individual study courses, under certain conditions, may be taken on a
credit-no credit basis. For regulations concerning the credit-no credit option, see
§ 3-105.
(6) Enrollment
(A) Enrollment in guided individual study courses does not qualify a student for a
student loan or an in-school deferment.
(b) All Students (Extramural and Online courses)
(1) Admission and total course requirements shall be the same as for guided
individual study courses (subsections (a)(1) and (a)(3) above).
(2) Students who have been dropped from the University of Illinois for poor
scholarship must obtain the recommendation of the dean of their college before
completing registration in an extramural or online course.
(c) Undergraduate Students
academic advisor to enroll in self-paced online courses.
(3) Graduate students may earn credit for self-paced online
courses and, with department approval, the credit can be applied
toward an advanced degree as long as the course is at the graduate
level.
(4) Students who have been placed on academic drop from
the University of Illinois must obtain the approval of the dean of
their college for submission of an application for enrollment in
any course offered by the University of Illinois at Urbana-
Champaign.
(b) The number of self-paced online credit hours in which a
student may enroll at one time is subject to the policies outlined in
§ 3-303 and § 3-304.
(c) Enrollment in self-paced online courses does not qualify a
student for a student loan or an in-school deferment.
Credit for guided individual study work taken from fully accredited institutions may be allowed toward a degree on approval of the dean of the student’s college.

(d) Graduate Students
Credit for guided individual study courses may, with department approval, be applied toward an advanced degree but will not help fulfill residence requirements (subsections 3-801(c)(1) and 3-801(c)(2)).

§ 3-311 Adding and Dropping Courses

<table>
<thead>
<tr>
<th>(a)</th>
<th>Except for courses described under subsection (b), a student may add a course during the first ten instructional days and may drop a course during the first eight weeks of instruction in a semester. The exact dates can be found on the Office of the Registrar Academic Calendars (<a href="http://registrar.illinois.edu/academic-calendars">http://registrar.illinois.edu/academic-calendars</a>). A college or department may place an advising hold on a student whom they wish to see prior to adding or dropping a course.</th>
</tr>
</thead>
<tbody>
<tr>
<td>(b)</td>
<td>However, some instructors or departments may limit adds for specific courses before the deadline, where missing early class sessions would severely impair the student’s chances for successfully completing the course. An instructor who intends to limit adds before the deadline must secure the approval of the unit’s Executive Officer before doing so. The instructor should also announce this restriction in class or include it in the course syllabus. Where this restriction is known in advance, it should be included in the course description and in the Class Schedule.</td>
</tr>
</tbody>
</table>

§ 3-311 Adding and Dropping Courses

<table>
<thead>
<tr>
<th>(a)</th>
<th>Except for courses described under subsection (b), a student may add a course during the Add Period, which is defined as the first ten instructional days of a semester or the first five instructional days of an eight-week part of term. A student may drop a course during the first eight weeks of instruction of a semester or the first four weeks of an eight-week part of term. The deadlines for adding and dropping non-standard courses are determined proportionately in accordance with these principles based on parts of term; exact dates can be found on the Office of the Registrar Academic Calendars (<a href="http://registrar.illinois.edu/academic-calendars">http://registrar.illinois.edu/academic-calendars</a>). A college or department may place an advising hold on a student whom they wish to see prior to adding or dropping a course.</th>
</tr>
</thead>
<tbody>
<tr>
<td>(b)</td>
<td>However, some instructors or departments may shorten the Add Period for specific courses before the deadlines, as outlined above in subsection (a), in cases where missing early class sessions would severely impair the student’s chances for successfully completing the course. An instructor who intends to shorten the Add Period must secure the approval of the unit’s Executive Officer before doing so. The instructor should also announce this restriction in class and include it in the course syllabus. Where this restriction is known in advance, it should be included in the course description and in the Class Schedule.</td>
</tr>
</tbody>
</table>
(1) New courses may be added only during the first ten instructional days of a semester or the first five instructional days of an eight-week part of term.

(2) Courses, except required courses, may be dropped without academic penalty, provided that the minimum academic load required by the college is maintained, during the first eight weeks of a semester or the first four weeks of an eight-week part of term.

(3) The times for adding and dropping courses are determined proportionately in accordance with the above principles based on parts of term; the exact dates can be found on the Office of the Registrar Academic Calendars (http://registrar.illinois.edu/academic-calendars).

(4) A grade of W or F will be assigned to a course dropped after these deadline dates, based on the evaluation of the circumstances by the college in which the student is enrolled.

(5) In case of extenuating circumstances (such as illness, injury, or unusual financial pressure), a student may be permitted to drop a course without academic penalty and regardless of time if, in the judgment of the student’s college, such action is warranted.

(6) A Study Abroad student who is registered as full-time during the semester(s) abroad by a “placeholder” enrollment must maintain 12 credits or the full-time enrollment equivalent as defined by the international institution. If upon receipt of the transcript from the international institution following the Study Abroad experience, the student is found to have enrolled in or completed less than the full-time requirement, a grade of W will be recorded for the balance of credits; this grade will appear in the student’s registration record, but not on the student’s transcript.

(e) Change of section within a course is permitted at the discretion of the department teaching the course.

(c) When students are allowed to add a class within the designated Add Period, the instructor must reasonably accommodate them in making up work they have missed. For admission to a class after the designated Add Period, a student must secure the consent of the departmental representative in charge of the course who may require the student to pass an examination in the work already covered by the class or to present other satisfactory evidence of ability to proceed with the class.

(d) The following rules apply only to the undergraduate students. (See § 3-508 for refund deadlines.)

(1) Provided the minimum academic load required by the college is maintained, courses (except required courses) may be dropped, and will not appear on a student’s transcript prior to the deadline found on the Office of the Registrar Academic Calendars (http://registrar.illinois.edu/academic-calendars).

(2) A student’s college may grant an exception by petition to the drop deadline in the case of extraordinary circumstances beyond a student’s control (such as medical or other emergency reasons). If the student’s college determines a late drop is warranted, it will decide whether the course will be dropped without appearing on the student’s transcript, assigned a grade of W, or assigned a grade of F.

(3) A Study Abroad student who is registered as full-time during the semester(s) abroad by a “placeholder” enrollment must maintain 12 credits or the full-time enrollment equivalent as defined by the international institution.

(e) **Change of section within a course is permitted at the discretion of the department teaching the course.**
## § 2-105 Policy and Procedures for Involuntary Withdrawal of Students for Psychiatric Reasons

(a) A student will be subject to withdrawal for psychiatric reasons if the director of the health service concludes, on the basis of clear and convincing evidence, that the student is suffering from a mental disorder, as defined by the current American Psychiatric Association diagnostic manual or its equivalent; and, further, that as a result of the mental disorder, the student engages or threatens to engage in behavior that:

1. poses a significant danger of causing harm to the student or to others, or
2. substantially impedes the lawful activities of other members of the campus community.

(b) Whenever a student refuses to be withdrawn by the director, as provided above, the matter may be referred to the Dean of Students. The dean, or designee, may then implement an interim, mandatory psychiatric withdrawal (the equivalent of an immediate suspension) if the dean determines that the student is suffering from a mental disorder, and if the student’s behavior either poses a significant danger of causing harm to the student or to others or substantially impedes the lawful activities of other members of the campus community.

(c) A student withdrawn on an interim basis shall be given an opportunity to appear before the dean within thirty-six hours from the date of the interim withdrawal to discuss the following issues:

1. the reliability of the information concerning the student’s behavior; and/or
2. whether the student’s behavior poses a significant danger of causing harm to self or others, or substantially impedes the lawful activities of other members of the campus community.

(d) In the event a student disagrees with the decision of either the director (for psychiatric withdrawal) or the dean (for an interim psychiatric withdrawal), the student shall make a written request to the Vice Chancellor for Student Affairs for an informal proceeding. Such proceeding will be held within seven class days after the student has been evaluated as having to be withdrawn involuntarily from the campus. The student will remain withdrawn on an interim basis pending completion of the proceeding.

(e) The Vice Chancellor or designee will convene the informal proceeding.

---

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1. poses a significant danger of causing harm to the student or to others, or
2. substantially impedes the lawful activities of other members of the campus community.

(b) Whenever a student refuses to be withdrawn by the director, as provided above, the matter may be referred to the Dean of Students. The dean, or designee, may then implement an interim, mandatory psychiatric withdrawal (the equivalent of an immediate suspension) if the dean determines that the student is suffering from a mental disorder, and if the student’s behavior either poses a significant danger of causing harm to the student or to others or substantially impedes the lawful activities of other members of the campus community.

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(e) The Vice Chancellor or designee will convene the informal proceeding.
proceeding. The student will be provided an opportunity to examine the psychiatric or other evaluations and to discuss them. The student may be assisted by a member of the faculty, by a mental health professional of his or her own choice, or by other appropriate counsel. The student may request and shall receive a precise statement of the reasons for any decision requiring withdrawal on psychiatric grounds.

(f) The Vice Chancellor also may require the student to be seen by a mental health professional not on the staff of the University. A student who does not complete this mandatory evaluation may be withdrawn automatically from the University or be subject to further disciplinary action, including suspension or expulsion from the University.

(g) At the conclusion of the proceeding, the Vice Chancellor for Student Affairs shall determine whether to uphold the withdrawal or to reinstate the student. The decision of the Vice Chancellor shall be final.

(h) When a student is withdrawn for psychiatric reasons, the withdrawal will remain in effect until such time as the student adequately demonstrates that the problems that caused the withdrawal are no longer in existence. Upon being withdrawn, the student may no longer attend classes, may no longer use University facilities, must vacate University housing, and will be entitled to whatever refunds of tuition, fees, and room and board charges as would be appropriate given the timing of the withdrawal. (See § 3-509.)

(i) As a general principle, the regular student discipline system and its policies and practices are preferred in the adjudication of serious instances of misconduct, without regard to whether there might be a mental disorder present. The procedures and specifications given in this rule are to be employed in those extraordinary situations in which, in the judgment of the appropriate administrative officers, the regular student conduct system is not applicable or cannot be applied.
Part 9. INVOLUNTARY WITHDRAWAL

§2-901 Policy and Procedures for Involuntary Withdrawal

(a) The University of Illinois at Urbana-Champaign (the university) is committed to facilitating the health, safety, and welfare of its students and preserving the integrity of its learning environment. If the Dean of Students or designee (DOS) is provided with a credible report that a student may pose a significant risk to the health and safety of the campus community, the DOS will initiate an individualized review of the student's risk and may take interim action. If, after review, the DOS determines that a student poses a significant risk to the health and safety of the campus community that cannot be reduced through voluntary measures, the university may separate the student from the university and its facilities using this procedure.

(b) When practicable and appropriate, the university will take steps to facilitate a voluntary withdrawal under applicable procedures before initiating the involuntary withdrawal process.

(c) Upon recommendation from the Behavioral Intervention Team and based on an individualized review of the student’s ability to safely participate in the university’s programs and academic pursuits, the DOS may involuntarily withdraw and separate a student from the university upon determining that:

1. The student’s continued presence poses a substantial risk to the health and safety of the campus community and/or the student cannot or will not comport their conduct with the Student Code to a degree that it disrupts the continuity of the educational process;
2. The student’s circumstances cannot be resolved with reasonable accommodations pursuant to § 1-110, either because no adequate accommodations are available or the student has refused such accommodations;
3. The student’s circumstances cannot be resolved through other
applicable university responses (disciplinary, academic, etc.); and

(4) The student has failed to take voluntary action that would resolve this situation, or no such voluntary measures exist.

(d) Procedures for Involuntary Withdrawal

(1) The DOS will issue a written notice to the student. This notice must include:

(A) A statement that the DOS is considering an involuntary withdrawal;
(B) The basis for the possible involuntary withdrawal;
(C) The student's right to meet, either in person or remotely (the DOS maintains the sole discretion to determine whether the response will take place remotely), with the DOS to respond to the basis for the possible withdrawal and to present additional information;
(D) The date, time, and location/manner of this meeting or instructions for scheduling this meeting;
(E) The student's right to have an advisor or support person, who may not speak on behalf of the student, with them during the meeting;
(F) A statement that the student’s failure to attend this meeting will not prevent the DOS from moving forward with this process; and
(G) A statement that if the student decides to withdraw voluntarily, the involuntary withdrawal process will be suspended.

(2) After meeting with the student or reasonably attempting to do so, the DOS will conduct an individualized review of appropriate records and documentation, confer with the Behavioral Intervention Team, and consult with any other university professionals as needed. As part of this process the DOS:

(A) Will consider the best available objective evidence and, if applicable, current medical knowledge, in the individualized assessment;
(B) May require the student to sign all reasonable and relevant records releases authorizing direct communication between the DOS and any individual holding information relevant to this matter, including but not limited to the student’s medical provider(s), whether on-campus or off-campus, the student’s friends and family, and/or employees of previous institutions the student attended, as appropriate; and
(C) If needed to aid the DOS in making his or her individualized assessments, may require the student to undergo a supplemental forensic evaluation at the university’s expense by an independent health professional designated by the university.

(3) The DOS will then determine whether the criteria in subsection (c) apply and, if so, issue to the student a written decision, which will include the effective date of the withdrawal, information regarding the student’s exclusion from university property, instructions for requesting permission to be on university property, any conditions for return, and information regarding the appeal process including contact information for the Vice Chancellor for Student Affairs or designee (VCSA). If the DOS has met with the student following the written notice described in subsection (c)(1), then the decision should be communicated to the student within 48 hours of that meeting unless the DOS can show good cause for the delay. The DOS will submit withdrawal paperwork to the Office of the Registrar and, if applicable, cancellation paperwork for any future registration.

(4) In an emergency situation where a student’s continued presence is reasonably likely to pose a substantial risk to the health and safety of the campus community, the DOS may place the student on an emergency interim leave before a final determination, as described above, is made. The DOS will reasonably attempt to directly communicate with the student and to consider information provided by the student before deciding on an interim leave. The student will receive written notice of the emergency interim leave. This notice will include information on how to appeal the interim leave. The emergency interim leave will remain in effect until the involuntary withdrawal process is concluded or a determination has been made that the emergency interim leave is no longer necessary.

(e) Appeal Process
   (1) A student may appeal an involuntary withdrawal or an emergency interim leave to the VCSA within five business days of the date of the decision. To do so, the student must submit a written request, which must include the reasons for the appeal and any supporting documentation by the deadline.
   (2) The VCSA will promptly review all appropriate records and documentation and confer with appropriate campus
professionals. The VCSA will then decide whether the involuntary withdrawal should be continued, with or without modifications, and will communicate the decision to the student in writing as soon as is reasonably practicable. The VCSA’s decision is final and is not subject to further review.

(3) From the date of receipt of appeal, this process shall take no longer than two weeks for an appeal of an involuntary withdrawal or three calendar days for an emergency interim leave, unless the VCSA can show good cause for the delay.

(4) If the student is allowed to return to classes after having been excluded for a period of time, the Office of the Provost will communicate with the instructor(s) of the courses in which the student was enrolled prior to initiation of the emergency interim leave to facilitate that return.

(f) Return to the university

(1) A student who has been involuntarily withdrawn must seek permission to resume studies by sending a written notice to the DOS. This notice must include, at a minimum, a request to return to the university and any appropriate documentation demonstrating compliance with the conditions for readmission. For full consideration, the student must submit these materials at least 60 calendar days prior to the semester in which the student is seeking to resume their studies.

(2) The DOS may require the student to sign all reasonable and relevant records releases authorizing direct communication between the DOS and any individual holding information relevant to this matter, including but not limited to the student’s medical provider(s), whether on-campus or off-campus, the student’s friends and family, and/or employees of previous institutions the student attended, as appropriate.

(3) The DOS will conduct a review of available information, confer with appropriate university professionals, and then determine:

(A) Whether the student has demonstrated that they have satisfied the conditions for return;

(B) Whether the student can function appropriately in an academic setting; and

(C) Whether the student no longer poses a substantial risk to the health and safety of the campus community based upon consideration of the best available objective evidence and, if applicable, current medical knowledge.

(4) The DOS will notify the student in writing of the decision within
ten business days of the receipt of the student’s request unless the DOS can show good cause for the delay. If the request for permission to return has been approved, the DOS may approve with the inclusion of additional recommendations or requirements. If the request has been denied, the DOS will include in the written communication what additional steps the student must take to meet the conditions for readmission. The DOS will also include in the written communication information on appealing the denial.

(5) The student may appeal the decision of the DOS to the VCSA by submitting a written request and any supporting materials within five business days of the date of the decision. The VCSA will promptly review all appropriate records and documentation and confer with appropriate campus professionals. The VCSA will then affirm, overturn, or modify the decision of the DOS and communicate the decision to the student in writing within ten business days, unless the VCSA can show good cause for delay. This decision is final and is not subject to further review.

(6) A successful request for permission to return to the university under these procedures does not guarantee reentry into the student’s previous or desired major or program.

(g) Fees and Refunds

(1) The normal policies and procedures for tuition, financial aid, and fee refunds for students who withdraw during an academic term, as described in housing contracts and other university policies, will apply to students who are withdrawn pursuant to this policy.

<table>
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<tr>
<th>§ 3-105 Credit-No Credit Grading Options</th>
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<tr>
<td>(a) The credit-no credit grading option is designed to encourage student exploration into areas of academic interest that they might otherwise avoid for fear of poor grades. All students considering this option are cautioned that many graduate and professional schools consider applicants whose transcripts bear a significant number of nongrade symbols less favorably than those whose transcripts contain none or very few. Likewise, in computing a preadmission grade-point average, some of these schools may convert the NC symbol to a failing grade since they do not know whether the actual grade was a D or F.</td>
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</table>
(1) Credit-no credit courses are not counted toward the grade-point average but are included as part of the total credit hours.
(2) Instructors are not informed of those students in their classes who are taking work under the credit-no credit option, and they report the usual letter grades at the end of the course. These grades are automatically converted to CR or NC.
(3) Grades of C- or better are required in order to earn credit.
(4) Final grades of CR or NC (for credit or no credit) are recorded on the student’s permanent academic record and subsequently will not be changed to letter grades.
(5) Guided individual study course students may elect the credit-no credit option prior to completion of one-eighth of the lessons contained in the course; however, should they desire to return to a letter grade, an amended credit-no credit form must be filed prior to completion of one-half of the lessons.
(6) Courses taken under the credit-no credit option, including guided individual study courses, may be dropped only in accordance with the normal procedures for dropping courses.

(c) Undergraduate Students
(1) Any undergraduate student on clear status may elect the credit-no credit option.
(2) To elect the credit-no credit option, students must obtain the approval of their adviser or, in the case of a guided individual study course, their adviser or college office.
(3) Students who are placed on probation after enrolling must change their program to eliminate the credit-no credit option.
(4) A maximum of eighteen semester hours earned under the credit-no credit option may be applied toward a degree at the Urbana-Champaign campus of the University. A guided individual study course taken on a credit-no credit basis will be included in the eighteen semester hour maximum credit-no credit limit allowed. A full-time student may take a maximum of two courses each semester under the credit-no credit option. Part-time students may take one course each semester under this option. Summer session students may take one course under the credit-no credit option.
(5) Any lower- or upper-division course may be chosen under the credit-no credit option except courses used to satisfy the University’s general education requirements, courses designated by name or area by the major department for satisfying the major, minor, or field of study.
concentration, or those specifically required by name by the college for graduation.
(6) In cases of subsequent change of major or field of concentration, courses previously taken under the credit-no credit option in the new field may qualify for meeting major requirements.
(7) An undergraduate student must choose between the graded option and the credit-no credit grade option prior to the midpoint of the course (the end of the eighth week in a sixteen-week term). The credit-no credit option form must be properly approved and deposited in the college office.
(d) Professional Students
(1) Students in the Colleges of Law and Veterinary Medicine may elect the credit-no credit option only in undergraduate courses not required as part of the professional curriculum.
(2) A student in either the College of Law or the College of Veterinary Medicine must choose between the graded option and the credit-no credit grade option prior to the midpoint of the course (the end of the eighth week in a sixteen-week term). The credit-no credit option form must be properly approved and deposited in the college office.
(e) Graduate Students
(1) Graduate students may elect the credit-no credit option through the last day allowed for dropping a course without academic penalty. Students may elect to return to the regular grade basis by filing an amended request by the deadline date for dropping a course without academic penalty as indicated in the Graduate College calendar. The credit-no credit option form must be properly approved and deposited with the Graduate College, 204 Coble Hall, 801 S. Wright Street, Champaign, IL 61820.
(2) The student’s adviser must approve the election of this option in accordance with the policy established by the major department.
(3) Over the entire course of a degree program, a student must earn at least two credit hours of standard graded (A+ to D-) course work for each hour of earned credit-no credit course work.
(4) In any one semester, a student may take no more than four credit hours on a credit-no credit basis, except in these cases: (A) Students registering for Study Abroad or Domestic Study Away Students enrolling in one 5 hour undergraduate language course. (B) Students enrolling in one 5 hour undergraduate language course.
(5) Hours transferred from another University cannot be used as part general education requirements, courses designated by name or area by the major department for satisfying the major, minor, or field of concentration, or those specifically required by name by the college for graduation.
(6) In cases of subsequent change of major or field of concentration, courses previously taken under the credit-no credit option in the new field may qualify for meeting major requirements.
(7) An undergraduate student must choose between the graded option and the credit-no credit grade option prior to the midpoint of the course (the end of the eighth week in a sixteen-week term). The credit-no credit option form must be properly approved and deposited in the college office.
(d) Professional Students
(1) Students in the Colleges of Law and Veterinary Medicine may elect the credit-no credit option only in undergraduate courses not required as part of the professional curriculum.
(2) A student in either the College of Law or the College of Veterinary Medicine must choose between the graded option and the credit-no credit grade option prior to the midpoint of the course (the end of the eighth week in a sixteen-week term). The credit-no credit option form must be properly approved and deposited in the college office.
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(2) The student’s adviser must approve the election of this option in accordance with the policy established by the major department.
(3) Over the entire course of a degree program, a student must earn at least two credit hours of standard graded (A+ to D-) course work for each hour of earned credit-no credit course work.
(4) In any one semester, a student may take no more than four credit hours on a credit-no credit basis, except in these cases: (A) Students registering for Study Abroad or Domestic Study Away Students enrolling in one 5 hour undergraduate language course. (B) Students enrolling in one 5 hour undergraduate language course.
of the “graded course work.”

(6) If a student is admitted on a limited basis, or if a student falls below the Graduate College minimum grade-point average of 2.75 (or below the departmental minimum grade-point average) and is placed on probation, he or she will not be allowed to register for credit-no credit course work for hours until the grade-point average has been raised to the minimum and the probation designation has been removed.

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<tr>
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<td>(a) Special examinations offer students who failed a course another opportunity to pass the course and earn academic credit counting toward degree completion.</td>
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<td>(2) a special examination is recommended by the head or chair of the department offering the course which the student failed, or by an individual duly authorized by the head or chair, whether the course is traditional, blended, online, Guided Individual Study, or other.</td>
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<td>(4) a special examination permit was issued by the Office of the Registrar because the individual seeking the special examination is a currently enrolled student, or is a former student who is not currently registered but who has no more than 10 semester hours remaining to complete his or her degree.</td>
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<td>(5) the instructor designates when the special examination will be given, within the time limits of § 3-203, subsection (a)(3)(A), including for graduating seniors; but students who are not currently enrolled in the University and who have failed an online course or a Guided Individual Study course must take the Special Examination within 30 days of grade roll.</td>
<td>(5) the instructor designates when the special examination will be given, within the time limits of § 3-203, subsection (a)(3)(A), including for graduating seniors; but students who are not currently enrolled in the University and who have failed an online course or a Guided Individual Study self-paced online course must take the Special Examination within 30 days of grade roll.</td>
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</tbody>
</table>
(A) The exam must be administered after the close of the semester, winter session, or summer session in which the course was failed.
(B) The exam must be administered before the end of the next semester in which the student is registered following failure in the course.

c) A student who has been dropped from the University is not eligible to take special examinations unless he or she has been reinstated and meets the conditions stated in § 3-203(a)(3)(A) above.

d) Special examinations are given at no additional cost to the student.

e) Special examination grades are reported as PS or F.
   (1) A grade of PS is awarded when the student earns at least a C- on the examination.
   (2) A grade of F is awarded when the student earns lower than a C-.
   (3) An F is not recorded in the student’s official academic record and does not appear on his or her transcript. However, departments may prohibit a student from retaking the examination.
   (4) The instructor that administers the special exam is responsible for submitting PS grades to the Registrar’s Office within 4 weeks of the date of the exam.
   (5) A student given a grade of PS in a special examination will receive the credit normally allowed for the course, subject to all regulations governing the individual student’s curriculum.
   (6) Grades earned on special examinations are not included in the computation of grade point averages. (A passing grade on a special examination does not remove the previously earned failing grade.)

§ 1-301 Basis for Discipline—Source and Jurisdiction (i)  
(i) Alleged violations of the Student Code noted in (h) above are resolved through procedures developed and approved by the Senate.
Committee on Student Discipline, its Subcommittees on Student Conduct, and Disciplinary Officers approved by the Senate Committee on Student Discipline. These procedures include: Disciplinary Officer Procedures (informal resolution); Procedures for Appeal from the Action of Disciplinary Officers; Procedures for the Subcommittee on Undergraduate Student Conduct; and Procedures for Appeal to the Senate Committee on Student Discipline. These procedures may be found at www.conflictresolution.illinois.edu or by contacting the Office for Student Conflict Resolution. Other procedures available at the Office for Student Conflict Resolution include procedures for the subcommittees for graduate students, law students, and veterinary medicine students. Among other rights delineated in these procedures, the right to written notice of charges and an opportunity to respond to those charges are guaranteed.

§ 1-401 Policy Statement; Application; Definitions (b)

(b) Application. This Part contains the procedures for addressing course-based academic integrity infractions, including proficiency tests taken after enrollment, for all courses in all colleges except for courses in the College of Law, the College of Medicine, and the Carle Illinois College of Medicine. This Part also does not apply to pre-enrollment infractions (see § 1-301 and § 1-303) or infractions of the Academic Integrity in Research and Publications Policy.
**Preface**

The 2008-2009 publication of the Student Code completed the reorganization, renumbering, and updating of the Code of Policies and Regulations Applying to All Students. The revised Student Code is divided into three articles:

- Article 1 (Student Rights and Responsibilities)
- Article 2 (General Policies and Regulations)
- Article 3 (Academic Policies and Regulations)

The symbol § means section.

Unless otherwise noted, the rules stated in this Student Code apply to all undergraduate, graduate, and professional students enrolled at the University of Illinois at Urbana-Champaign. A printed booklet containing only Article 1 (Student Rights and Responsibilities) is also available.

The specific changes that were made from the 2016-2017 publication to this year’s issue can be found on this website by clicking on the link in the right-side navigation.

**Campus Integrity Statement**

The University of Illinois at Urbana-Champaign expects its faculty, staff, students and guests to conduct themselves in accordance with the community values of civility, respect, and honesty; to maintain the highest level of integrity and exercise critical judgment in all dealings, decisions and encounters; and to maintain and strengthen the public’s trust and confidence in our institution.

**Procedure for Amending the Student Code**

The *Student Code* is a collection of rules, regulations, policies, and procedures that apply to, or otherwise directly impact, students at the University of Illinois at Urbana-Champaign. Although it is not an exhaustive list of such policies, it is the most expansive list available in a single document. It is divided into three articles:

- Article 1 (Student Rights and Responsibilities)
- Article 2 (General Policies and Regulations)
- Article 3 (Academic Policies and Regulations)

Unless otherwise noted, the rules stated in this *Student Code* apply to all undergraduate, graduate, and professional students enrolled at the university. All students are expected to review this document, especially Article 1, prior to attending classes so that they may begin their work at Illinois with knowledge both of their rights as students and of their responsibilities as members of the academic community. A printed booklet containing only Article 1 is also available in the Office of the Dean of Students.

The specific changes that were made from the 2017-2018 publication to this year’s issue can be found on this website by clicking on the link in the right-side navigation. (In Print Version Instead: The most current version of the *Student Code* is always available online at studentcode.illinois.edu. The print version may not reflect the most recent changes.)

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The Conference on Conduct Governance (CCG) is a standing committee of the Urbana-Champaign Senate composed of faculty members, administrators, and students. Its responsibilities are outlined in the Senate Bylaws, which provide in relevant part:

(a) Duties

Legislative Function of the Conference—The Conference is a Senate Committee which, in conjunction with the Chancellor and with the assistance of the Office of Campus Regulations, shall have the following legislative functions:

(1) Review and transmit in writing to the Chancellor its approval, disapproval, or modification of standards of conduct (hereafter called “rules”) initiated by subcommunities of the campus;

(2) Initiate and recommend in writing to the Chancellor adoption of additional rules it deems desirable;

(3) File with the Office of Campus Regulations and with the Clerk of the Senate a notice of such transmittals and recommendations including the text of the rules; and

(4) Periodically review the conduct governance system and make general recommendations to the Chancellor and the Senate regarding revision of the system. To this end, it may request reports from members of the system.

(b) Authority and Jurisdiction

(1) Rules filed with the Office of Campus Regulations and with the Clerk of the Senate shall become effective thirty (30) days after filing unless contrary action has been taken by the Chancellor. The Senate may submit its recommendations to the Chancellor with respect to proposed rule changes. To this end, the thirty (30) day period may be extended by the Senate or Senate Executive Committee to ninety (90) days, excluding the period May 21 through August 20, ....

As outlined above, CCG is responsible for drafting amendments to the Student...
Subjects to final approval by the Chancellor. Proposed amendments come from many sources. For example, CCG itself generates many proposals in exercising its oversight function stated in the Senate Bylaws. Suggested amendments also have come from students, faculty members, and campus academic and administrative units. In addition, the Chancellor, the Dean of Students, and other campus administrators periodically appoint campus task forces to study specific issues and make recommendations that ultimately require amendments to the Student Code.

All proposals to amend the Student Code, both internal and external, are assigned an agenda item number by the CCG Chair and scheduled for discussion at one or more regularly scheduled CCG meetings. Many agenda items require significant additional discussion with the proposing party and other members of the campus community who may be affected by the proposed change.

If CCG votes to recommend a change, draft language is prepared. Merely technical or noncontroversial changes are sent directly to the Chancellor for approval. More significant or controversial changes are presented by the CCG Chair for comment to the Senate Executive Committee and later to the full Senate. Typically, additional changes are made to the draft in response to Senate Executive Committee and Senate comments before it is sent to the Chancellor for approval.

Note that for most Student Code changes, the Senate’s role is advisory to the Chancellor. Some changes, however, (for example, those related to academic issues) require a formal Senate vote of approval before they are added to the Student Code.

Once an agenda item has been approved by the Chancellor (or if necessary, by the Senate), it is scheduled for inclusion in the Student Code text. Although a change may become effective immediately upon approval, most changes are held until the

Although not all of the policies and procedures included in the Student Code are within the jurisdiction of the CCG, the CCG works with the Office of the Dean of Students to edit, update, and maintain the Student Code document and website.

Procedure for Amending the Student Code

As outlined above, CCG is responsible for drafting amendments to the rules set out in the Student Code, subject to final approval by the Chancellor. Proposed amendments come from many sources. For example, CCG itself generates many proposals in exercising its oversight function stated in the Senate Bylaws. Suggested amendments also have come from students, faculty members, and campus academic and administrative units. In addition, the Chancellor, the Dean of Students, and other campus administrators periodically appoint campus task forces to study specific issues and make recommendations that ultimately require amendments to the Student Code.

To propose an amendment to the Student Code, a member of the academic community should first discuss the proposal with the appropriate constituency groups, committees, and departments to collect feedback and recommendations. Then, the proposal author must either complete the online form available at https://forms.illinois.edu/sec/4131863 or email
end of the academic year for inclusion in the following year’s Student Code. This process allows people who use the Student Code to rely upon the most recent printed version as stating the current rules.

The CCG Chair assigns all proposed rule amendments, both internal and external, an agenda item number and schedules each for discussion at one or more regularly scheduled CCG meetings. Many agenda items require significant additional discussion with the proposing party and other members of the campus community who may be affected by the proposed change. If CCG votes to recommend a rule change, the committee will follow the steps outlined above and in the Senate Bylaws.

For all proposed amendments to the Student Code that fall outside of CCG’s jurisdiction, the CCG Chair will determine which policy-making body (or bodies) is responsible for the affected section and forward the proposal to that body (or bodies) for discussion. If all responsible bodies approve the proposal, or an amended version thereof, the CCG Chair will then assign the proposal an agenda item number and follow the steps outlined in the previous paragraph. In such cases, the CCG is only empowered to adjust formatting, typography, spelling, etc. to match the current Student Code.

Once a proposed change has been approved by the Chancellor, it is scheduled for inclusion in the Student Code text. Although a change may become effective immediately upon approval, most changes are held until the end of the academic year for inclusion in the following year’s Student Code.

§ 3-203 Proficiency Examinations (a)(3)(B)
(B) Persons who have been previously registered in a degree program and are currently registered in an online course, guided individual study, or an extramural course offered by the University.

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Acronyms Table on page 111
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<th>Definition</th>
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<td>ACT</td>
<td>American College Testing</td>
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<td>AFMFA</td>
<td>Academic Facilities Maintenance Fund Assessment</td>
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<td>APEC</td>
<td>Academic Progress and Eligibility Committee</td>
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<td>BTAA</td>
<td>Big Ten Academic Alliance</td>
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<td>CET</td>
<td>Cleaner Energy Technologies Fee</td>
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<td>CP</td>
<td>Cultural Programming</td>
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<td>CT</td>
<td><strong>Central Time</strong></td>
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<td>CWVHE</td>
<td>Center for Wounded Veterans in Higher Education</td>
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<tr>
<td>DOS</td>
<td><strong>Dean of Students or designee</strong></td>
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<td>DRES</td>
<td>Division of Disability Resources and Educational Services</td>
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<td>EO</td>
<td>Executive Officer</td>
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<td>EPT</td>
<td>English Placement Test</td>
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<td>Family Educational Rights and Privacy</td>
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<td><strong>Guided Individual Study</strong></td>
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<td>Krannert Center for the Performing Arts</td>
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<td>Legacy of Service and Learning Scholarship Fee</td>
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<td>Modern Language Association</td>
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<tr>
<td>SAS</td>
<td>Study Abroad and Travel Scholarship Fee</td>
</tr>
<tr>
<td>SAT</td>
<td>Scholastic Assessment Test</td>
</tr>
<tr>
<td>SCEF</td>
<td>Sustainable Campus Environment Fee</td>
</tr>
<tr>
<td>SCSD</td>
<td>Senate Committee on Student Discipline</td>
</tr>
<tr>
<td>SEAL</td>
<td>Students for Equal Access to Learning</td>
</tr>
<tr>
<td>SFAC</td>
<td>Student Fee Advisory Committee</td>
</tr>
<tr>
<td>SORF</td>
<td>Student Organization Resource Fee</td>
</tr>
<tr>
<td>USFSCO</td>
<td>University Student Financial Services &amp; Cashier Operations</td>
</tr>
<tr>
<td>VCSA</td>
<td><strong>Vice Chancellor for Student Affairs or designee</strong></td>
</tr>
</tbody>
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