

<b>Title: Catalog-Year Rights</b>	<b>Policy No: 6.5</b>
<b>Category: Registration and Record</b>	<b>Effective: Fall 2001</b> <b>Effective with revisions Fall 2007</b>

**Policy Statement:** The university will assign a student (graduate/undergraduate) to the catalog/degree requirements in effect at the time of first enrollment at UCO\*. Students may elect a more current catalog at any time. Students who have had a break in enrollment at UCO for two or more years (from the end of the last semester in which they were enrolled) will be required to meet current requirements when they return. All degree requirements in the effective catalog must be met in order to graduate.

A transferring undergraduate student may request degree requirements in an earlier catalog based upon the year of entry into the Oklahoma state system of higher education. Such request must be in the form of a written petition. This option is contingent on having maintained continuous enrollment (fall and spring semesters) without a break prior to enrollment at UCO. If a break in enrollment has occurred, degree requirement applicability defaults to the catalog in effect at the time of first enrollment at UCO.

**Background:** The latest set of degree requirements generally reflects the most current trends in the discipline or field of study. However, Oklahoma State Regents for Higher Education policy states in Chapter 3, Section 3.14.SC.10 Standards for Awarding Baccalaureate degrees, “The degree requirements in effect at the time of the student’s initial full-time enrollment in a State System college or university shall govern lower-division prerequisites, provided that the student has had continuous enrollment as defined in the official college or university publications.”

**Purpose:** This policy more closely aligns UCO policy with State Regents’ by clarifying student catalog rights and giving a student the mechanism to petition for the catalog/degree requirements in effect at the time the student started in the Oklahoma state system.

**Implementation Date:** Fall Semester 2001; Revised: Fall 2006

**Related Procedures:**

**Coordinating Offices:** Academic Advisement, Degree Certification, Deans, Chairs/Directors, Graduate College

**Point-of-Contact for Academic Affairs:** Associate V.P. for Enrollment Management/Registrar, Graduate Dean

**Policy approved by the Provost/Vice President for Academic Affairs on October 1, 2001.**

**Policy revision approved by the Provost and Vice President for Academic Affairs on October 30, 2007.**

**Policy revision approved by the Provost and Vice President for Academic Affairs on May 7, 2007.**

**Policy revision approved by the Provost and Vice President for Academic Affairs on September 5, 2006.**

\*For students pursuing a second or subsequent degree, the catalog/degree requirements in effect at the time of the first enrollment in the second or subsequent degree will be used. Catalog rights exhaust upon graduation.

**Key Words: Catalog, Rights, Catalog year, Degree requirements, Program requirements**