

Faculty Senate

To: Provost and Vice Chancellor Elisha Baker,
University of Alaska Anchorage

Fr: Kimberly Swiantek,
UAA Governance Office

Re: Returning Students / Re-Enrollment Policy

On May 3, 2013 the Faculty Senate approved to the following motions brought forward by the Undergraduate and Graduate Academic Boards.

Motion: to approve the policy on Returning Students / Re Enrollment.

Please see the attached documents for additional information.

If I may be of further assistance, please let me know.

Provost

Approved Disapproved

Comments:

Elisha Baker, Provost

12/06/2013

Elisha Baker, Provost and Vice Chancellor

Date

Chancellor

Approved Disapproved

Comments:

Tom Case

13 June 2013

Tom Case, Chancellor

Date

Date: 4/22/2013
To: UAB/GAB Governance Boards
From: Eric R. Pedersen, AVC Enrollment Services
Re: Policy on Returning Students / Re Enrollment

Issue:

Currently there are two policies for returning students who stop out temporarily:

- Returning Students – No Attendance Outside the UA System (Chapter 7, Page 57)
- Returning Students – With Attendance Outside the UA System (Chapter 7, Page 58).
 - Determining whether or not a student has attendance outside of the UA system, and if they meet one of the eight exceptions, is a difficult, time consuming and error-prone process.
 - Error prone because information from the student may not be clear, maybe misleading, or not come in a timely manner (after the semester has started and they are enrolled).

Considerations:

- Following current policy the Office of Admission must break the student's admission if they learn of outside enrollment. This can happen after the semester has begun (jeopardizing financial aid).
- Some students will already have had transfer credit evaluation done, it is confusing to them when transfer credit has been granted but then admission is cancelled per current policy.
- The problem is compounded by growth in distance education and the mobility of our students.
- Too much time is being spent handling petitions asking for exceptions to the outside attendance policy.

Proposal:

Returning to UAA after a Break in Enrollment

Undergraduate students who do not attend UA for two or more years will have their admissions canceled. To return to UAA they must apply for admission as a new applicant as instructed in this chapter and, if admitted, will be required to follow the program and graduation requirements under a new Catalog Year.

Undergraduate students who discontinue their enrollment at UAA for less than two years, remain admitted and may register for courses during normal registration periods. If applicable, they must submit official transcripts from institutions attended during their absence for transfer credit evaluation. Students return to UAA under the Catalog Year attached to their original admission.

In all cases the five year and seven year Catalog Year limitations described in this chapter apply.

Procedures for students academically disqualified are found in this chapter under 'Reinstatement'. Students currently ineligible due to a Student Conduct Suspension should contact the Dean of Students Office for procedures.

Justification:

The change creates greater certainty for the student because the process is simpler, streamlined, and fits other current UAA admission processes. The time-based (two year) definition is easy for students, staff and faculty to understand and administer. The application process allows the institution to determine the student's intention to return and to review any academic work completed during the absence.