

academic department in order to be readmitted after academic dismissal. During the readmission process, students may simultaneously seek and execute a change of major. Such a change of major and the student's readmission must be supported by the student's new academic department. Students are advised to begin the readmission process/change of major with their academic department and college/school prior to the University's posted application deadline. If readmitted, the student will return in an academic probation status, which will be maintained until the student achieves good academic standing. In consultation with their academic advisor, students on Academic Probation after Dismissal must develop an academic plan of action for each semester they are on academic probation after dismissal. The student, the academic advisor, the academic unit's retention coordinator and the Office of Enrollment Management will receive copies of the academic plan of action for information purposes and for monitoring compliance.

An academically dismissed student who has not been enrolled at North Carolina Agricultural and Technical State University for at least 5 years (10 consecutive fall and spring semesters) may be eligible for one readmission under the "Five Year Readmission Policy" described below.

ACADEMIC DISMISSAL APPEALS

Any student who has been dismissed from the University must be out for a minimum of one semester before an appeal may be made to the **Committee on Admission and Academic Retention**. Appeals are to be addressed to the Committee on Admission and Academic Retention in care of the Office of the Vice Chancellor for Academic Affairs.

VETERANS AND PERSONS ELIGIBLE FOR VETERANS BENEFITS

Veterans will be certified annually unless otherwise specified (per academic year). Continued certification is based on meeting the schools Standards of Progress as well as the Veterans Administration guidelines. Certification for benefits is not automatic. Students must notify the Certifying Officer of their enrollment plans and the intent to use his or her benefits.

QUALITY POINTS

Quality points are computed by multiplying the number of semester hour credits by 4 for courses in which a grade of A is earned; by 3 for a grade of B; by 2 for a grade of C; or by 1 for a grade of D. No quality points are given for a grade of F.

GRADE POINT AVERAGE

The grade point average is obtained by dividing the total number of quality points earned by the total number of semester hours included for quality points.

COURSE NUMBER AND CLASSIFICATION

The University uses the department prefix to designate all course offerings. The first digit indicates the classification level of the course. The numbering system is as follows:

- 100-399 – lower level courses primarily for freshmen and sophomores
- 400-599 – upper level courses primarily for juniors and seniors
- 600-699 – courses for undergraduate seniors and graduate students
- 700-799 – courses for graduate students and appropriate professional students' special programs
- 800-899 – courses for doctoral students
- 900-999 – courses for graduate students (999 continuation of thesis courses)

COURSE SCHEDULING

To enhance the preparation of scheduling classes and the academic advisement process, each course section has a scheduling designation relative to the semester the course is offered. Fall Course Reference Numbers (CRN) begin with 1, Spring CRN's begin with 2, and Summer first session, dual and Intersession CRN's begin with 3, and Summer second session CRN's begin with 4.

CLASSIFICATION OF STUDENTS

Students are classified on the basis of semester hours completed excluding remedial and deficiency courses. The following classification scale applies to all students regardless of enrollment date:

<i>Classification</i>	<i>Semester Hours Completed</i>
Freshman	0-29
Sophomore	30-59
Junior	60-89
Senior	90 or above

CHANGE OF GRADE

A request for a change of grade, for any reason, must be made within one year following the date the original grade was assigned by the faculty member.

GRADE APPEAL

A student may appeal the final grade earned in a course. Initially, the student should attempt to resolve the matter informally through the instructor of the course, the department chair and/or dean of the academic unit in