Semesters Handbook for Academic Advisors

As of 2/16/2012



Undergraduate Education

Table of Contents

| Changing Calendar | 1 |
|---|----|
| Pledge to Undergraduate Students | 1 |
| The Altered Academic Year | 2 |
| Budgeting and Financial Aid | 2 |
| Surcharge on Overload Enrollments | 3 |
| Tuition Credit for May Session | 3 |
| Academic Calendar: Summer 2012-Summer 2013 | 4 |
| Course Numbering in Semesters | 5 |
| Changes to Subject Codes | 6 |
| Alterations to the Academic Term and Week | 6 |
| Sample Schedules | 8 |
| Converting to Semesters | 10 |
| Student Records: The Conversion of Cumulative Data ("Stats Recalc") | 10 |
| Other Changes to the Advising Report | 14 |
| Grade Value x Credit Hours = Credit Points: The Addition of Half Credits | 17 |
| The Calculation of Deficiency Points | 17 |
| Adding and Removing Deficiency Points | |
| Changes to Rules and Policies | |
| Academic Deadlines | |
| Fee and Refund Deadlines | |
| Fee Penalties | |
| Drop for Non-Payment Process | |
| General Education | |
| ULAC Recommendations for Semester-based General Education Requirements | |
| GEC/General Education: Curricular Pathways for Transitional Students | |
| Major Changes for Semesters | |
| Tools to Support Advising | |
| A Few Useful Links | |
| Student Financial Aid | |
| Student Health Insurance: Annual Coverage Model within the Semesters Calendar | |
| Appendix 1: Perpetual Calendar Dates | |
| Appendix 2: Changes to Subject Codes | |
| Appendix 3: Major Changes for Semesters | |

Changing Calendar

In June 2012, Ohio State will switch its calendar from quarters to semesters. The move will result in many changes—curricular reconfigurations, course and program revisions, alterations to due dates and deadlines, modifications to the Student Information System (SIS), and revised processes in business offices. Many of these changes will affect students, the way they take classes and do business, the way they experience the university. Without going into the details of specific programs, this handbook aims to provide advisors with information they will need to work effectively with students during the transition. The university's Pledge to Undergraduate Students emphasizes the dual responsibilities of both students and advisors in assuring that the change in calendar does not extend the time it takes to complete a degree.

Pledge to Undergraduate Students (see http://oaa.osu.edu/conversion_pledge.html)

In planning and implementing its conversion from quarters to semesters for summer 2012, The Ohio State University is committed to protecting the academic progress of students. Students should find that the shift from quarters to semesters does not disrupt progress toward their degrees if they

- 1. decide on their major and degree within a time compatible with four-year graduation;
- 2. meet the standards for progress defined by their academic unit and continue to complete appropriate course loads successfully; and
- 3. actively develop and follow academic plans in consultation with their academic advisors.

Students completing a quarter-plus-semester degree program will receive approximately the same amount of instruction, and the changes to the calendar and to courses should only improve the quality of programs. Full-time tuition (general and instructional fees) for an academic year under semesters will not cost more than what tuition would have cost for that same year under quarters, and the change should not adversely affect students' financial aid.

To ensure that the conversion will not harm students' progress, academic units will continue to provide intentional, purposeful advising. Academic advisors will understand how the changes in courses and curricula may affect students' degree programs, will know where and how programs can be flexible, and will be prepared to assist students in planning their remaining semesters to graduation. Good planning around a student's major will be particularly important, and the university will provide that support to students who begin their academic career under quarters and complete it under semesters.

Students will vary considerably in their academic progress, and each student's plan for completing degree requirements will need to be determined individually. Every student will be responsible for getting and using the advice essential to assure progress toward his or her degree. Advising is a joint endeavor, and we are confident that students and their advisors, working together, can develop effective plans leading to timely graduation as the university converts to semesters.

The Altered Academic Year

The look and feel of an academic year under semesters will be quite different from the familiar annual cycle under quarters. Autumn semester will start about a month earlier than autumn quarter does now, and commencement will fall later in December. Spring semester will start later than winter quarter does now, and spring commencement, most years, will be in early May (occasionally as late as May 11). Summer term (we will not be on trimesters) will consist of a May session, which will begin the day after spring commencement and will run for four weeks; and, following a one-week break, summer session, which will include about seven weeks of class time. Summer term will also include some courses that start at the beginning of May session (but are not May-session classes) and run the entire length of the term. A break of at least two weeks will separate the end of summer session from the start of autumn semester. Any of the three extended enrollment periods—the two semesters and the summer term—may include shorter session classes, so the scheduling "architecture" of every term will resemble the way only summer quarter now looks.

There will be a number of procedures (scheduling, for example) that students and university offices will only need to do twice, rather than three times, during the regular academic year. This also means, however, that students will have fewer opportunities to choose the correct classes, compensate for a misstep, or take the electives they most want. Fewer opportunities to schedule may also alter the current flow of business in advising offices during the academic year. Students, for instance, who wait until even late January to apply to graduate in the spring will not have another chance to schedule a class to fulfill a requirement they may have overlooked.

Budgeting and Financial Aid

Students enrolling for autumn and spring semesters (instead of autumn, winter, and spring quarters) will need to pay tuition twice, rather than three times each year. Although that year of course work will not cost more than what it would have cost had we continued under quarters, each payment will be for a larger amount (since the total cost for the year will be split in two parts, rather than three), and the total for the year will be due earlier (December 31st, for spring semester 2013, compared to March 19, for spring quarter 2012). Correspondingly, financial aid refund checks, for students who receive them, will also be issued twice, rather than three times for the school year, and they will be for larger amounts (though, again, proportional to what they would have been for quarterly enrollment), to cover longer spans of time. More detailed information about financial aid is included on pp. 29-33.

Students will continue to have the options of paying in installments, under the Tuition Option Payment Plan (TOPP)—TOPP payments will be spread over four installments each semester, rather than three—or paying by credit card, options that may help in managing the larger, earlier billings, especially during the first year, when the "short summer" of 2012 will limit their opportunities to earn money for the 2012-13 academic year.

Surcharge on Overload Enrollments

Starting autumn semester 2012, students enrolled in more than 18 credit hours will be billed for credits beyond 18, in addition to billing for full-time enrollment (12 - 18 credits, for undergraduate students). This change coincides with semesters, having been delayed a year, at the request of Undergraduate Student Government, to provide students aiming to finish a degree by spring quarter 2012 the opportunity to carry a heavier course load without incurring additional cost.

Tuition Credit for May Session

Starting in 2013, a student who carries a full-time course load (12 or more hours) during spring semester will qualify for a tuition credit of up to three credit hours for course work to be taken during the May session that immediately follows. The May session will be connected academically to summer term, not spring semester. (Consequently, a student finishing course work in the May session will receive a degree at the end of summer, not at the end of spring. The arrangement does not violate the Pledge to Students.) Students who enroll for the summer term can enroll for May session or summer session or both, or can take classes that span both sessions (the entire term). Only enrollments for the May session will qualify for the tuition credit, for a maximum of three hours, and the credit will cover only the cost of tuition, not program fees or other special costs associated with the course.

| Session, 12 | Initial fee payment deadline for Summer session classes | TBD |
|----------------|---|------------------|
| SSi | Classes begin | June 18 (M) |
| Se 12 | Enrollment census date | July 2 (M) |
| ner 20 | Independence Day – no classes, offices closed | |
| um | Last day of regularly scheduled classes | August 3 (F) |
| Summer 201 | Final examinations | August 6-8 (M-W) |
| | Summer Commencement | August 12 (Sun) |

Academic Calendar: Summer 2012-Summer 2013*

| Semester 2012 | Housing Move-in Day | August 19 (Sun) |
|---------------|---------------------------|---------------------------|
| | Classes Begin | August 22 (W) |
| r 2 | Labor Day – no classes | September 3 (M) |
| ste | Veterans Day – no classes | November 12 (M) |
| me | Thanksgiving – no classes | November 21-23 (W-F) |
| Autumn Sei | Classes end | December 4 (T) |
| | | December 5 (W) |
| | Final examinations | December 6, 7, 10, 11, 12 |
| | | (R, F, M, T, W) |
| r | Autumn Commencement | December 16 (Sun) |

| | Classes Begin | January 7 (M) |
|-------------------------|-------------------------------------|--------------------------|
| ter | Martin Luther King Day – no classes | January 21 (M) |
| lesi | Spring Break – no classes | March 11-15 (M-F) |
| jem 13 | Classes end | April 22 (M) |
| 20 S | Reading Day – no classes | April 23 (T) |
| Spring Semester 2013 | Final examinations | April 24, 25, 26, 29, 30 |
| Sp | | (W, R, F, M, T) |
| | Spring Commencement | May 5 (Sun) |

| | May Session | | | | |
|-------------|-------------------------------|----------------------|--|--|--|
| 3 | Classes Begin | May 6 (M) | | | |
| 2013 | Memorial Day – no classes | May 27 (M) | | | |
| E | Classes end | May 31 (F) | | | |
| Summer Term | Summer Session | | | | |
| L L | Classes begin | June 10 (M) | | | |
| me | Independence Day – no classes | July 4 ® | | | |
| mm | Classes end | July 26 (F) | | | |
| S | Final examinations | July 29 – 31 (M – W) | | | |
| | Summer Commencement | August 4 (Sun) | | | |

*See Appendix 1 for a chart of Perpetual Calendar Dates.

Course Numbering in Semesters

The change to semesters was an opportunity to organize and clarify the numbering of courses. With that goal, as well as the aim of clearly distinguishing quarter courses from semesters courses, we have moved from a three-digit to a four-digit system of course numbers, with additional places for decimalized numbers (English 2367.02, for example).

| 1000—1099 | UG (Undergraduate) - Non Credit Courses |
|--|---|
| | rientation, remedial, or other non-college-level experiences. These are program's graduation requirements. |
| 1100—1999 | UG - Introductory Level Undergraduate Courses |
| specialization in any dep | undergraduate credit, but not to be counted toward a major or field of partment. Courses at this level are beginning courses, required or y be prerequisite to other courses. |
| 2000—2999 | UG - Intermediate Level Undergraduate Courses |
| Intermediate courses pro field of specialization. | widing undergraduate credit and may be counted toward a major or |
| 3000—3999 | UG - Upper Level Undergraduate Courses |
| Upper Level courses pro field of specialization. | viding undergraduate credit that may be counted toward a major or |
| 40004999 | UG - Advanced Level Undergraduate Courses |
| or field of specialization | providing undergraduate credit that may be counted toward a major . Graduate students may enroll in and receive graduate credit for 4000- ir own graduate program. |
| 5000—5999 | UG and G (Graduate) - Dual Career Level Courses |
| Level courses providing | y offered for both graduate credit and undergraduate credit. Advanced undergraduate credit that may be counted toward a major or field of onal coursework and research providing graduate or professional |
| 6000—6999 | G - Foundational Level Graduate and Professional Courses |
| Foundational courses an | d research providing graduate or professional credit. |
| 7000—7999 | G - Intermediate Level Graduate and Professional Courses |
| Intermediate courses and | l research providing graduate or professional credit. |
| 8000 | G - Advanced Level Graduate and Professional Courses |
| Advanced courses and re | esearch providing graduate or professional credit |

Suffixes

- H Honors Course
- E Honors Embedded Course
- T ATI Course
- S Service Learning Course

Special/Consistent Course Designations

| X189 | Field Experience, Field Work and Clinicals |
|------|---|
| X191 | Internships |
| X193 | Individual Studies |
| X194 | Group Studies |
| X797 | Study at a Foreign Institution |
| X798 | Study Tours |
| X998 | Research |
| X999 | Research for Dissertation or Thesis |
| 2367 | GEC Second Writing Course |
| X78Y | Research Principles and Techniques |
| X88Y | Interdepartmental Seminars |
| X89Y | Colloquia, Workshops, & Special Topics Seminars |

Changes to Subject Codes

In moving to four-digit course numbers and, while doing so, ensuring compatible setup requirements for course names and numbers in both the SIS and in DARS, it was necessary to limit subject names to a maximum of seven characters, rather than eight. See Appendix 2 for a list of the code changes you may encounter in the listing of undergraduate courses.

Alterations to the Academic Term and Week

Over the longer span of a semester, students will have more time in which to read and write and learn, and they may have a bit more flexibility in trying to catch up if they fall behind. Most classes will meet two or three times per week, for slightly longer class periods than they now do. **More classes will meet on Fridays.** Students will need to carry—and transitional students will need to be reminded that they will need to carry—more classes during a semester (typically, *five three-hour classes*, in programs that will require 120 credits) if they intend to complete a degree in four years. More classes may be more challenging to schedule and require scheduling in parts of the day or week that students have often tried to avoid; and carrying more classes may well require more discipline in balancing competing academic demands and in effectively using the longer times between classes and assignments.

A key factor in the scheduling of classes is the quantitative definition, by the Ohio Board of Regents, of a credit hour: 750 minutes of class time + 2(750) minutes of work outside of class. For

lecture, practical or experimental work, and laboratory work, the operating assumptions for assigning credit hours will remain the same, per University Rule 3335-8-24.

To help meet the need to offer more classes under semesters and maximize the use of classroom space, the Office of the University Registrar will assign classroom space first to classes that meet the following primary meeting patterns:

2 semester hours: 110 minutes per day, 1 day per week (M)
3 semester hours: 55 minutes per day, 3 days per week (M/W/F)
3 semester hours: 80 minutes per day, 2 days per week (T/R)
4 semester hours: 55 minutes per day, 4 days per week (T-F)
5 semester hours: 55 minutes per day, 5 days per week (M-F)

Alternate meeting patterns include the following:

3 semester hours: 80 minutes per day, 2 days per week (W/F) 3 semester hours: 165 minutes per day, 1 day per week (M)

4 semester hours: 55 minutes per day, 4 days per week (M-R

To accommodate most of these patterns, there will be a schedule for 55-minute classes every day (M-F), and a schedule for 80-minute classes T-R. Classes will start at 8:00, with 15 minutes to separate classes that follow the same scheduled pattern. Classes following the 55-minute meeting pattern will, therefore, start at 8:00, 9:10, 10:20, 11:30, 12:40 (p.m.), 1:50, 3:00, 4:10, 5:20, 6:30, 7:40, and 8:50. Classes that follow the 80-minute meeting pattern will start at 8:00, 9:35, 11:10, 12:45 (p.m.), 2:20, 3:55, 5:30, 7:05, and 8:40.

Sample schedules based on these principles are included on the following two pages.

You can find a more complete schematic of the Approved Weekly Schedule at the following link: http://oaa.osu.edu/assets/files/documents/Semester_Schedule_Final%20with%20dialogue.pdf.

| Time | Monday | Tuesday | Wednesday | Thursday | Friday |
|-------------|------------------------|----------------------|------------------------|----------------------|------------------------|
| 8:00 | | | | | |
| am | | | | | |
| | | | | | |
| | | | | | |
| 9:00 am | English 2201 | | English 2201 | | English 2201 |
| am | Lecture | | Lecture | | Recitation |
| | 9:10-10:05 | | 9:10-10:05 | | 9:10-10:05 |
| | University Hall 014 | | University Hall 014 | | Denney Hall 202 |
| 10:00 | | | | | |
| am | | Spanish 1101.01 | Spanish 1101.01 | Spanish 1101.01 | Spanish 1101.02 |
| | | Lecture | Lecture | Lecture | Lecture |
| | | 10:20-11:15 | 10:20-11:15 | 10:20-11:15 | 10:20-11:15 |
| 11:00 am | | Hagerty Hall 0046 | Hagerty Hall 0046 | Hagerty Hall 0046 | Hagerty Hall 0046 |
| | | | | | |
| | Linguistics 2801 | | Linguistics 2801 | | Linguistics 2801 |
| | Lecture | | Lecture | | Lecture |
| 12:00 | 11:30-12:25 | | 11:30-12:25 | | 11:30-12:25 |
| pm | Journalism | | Journalism | | Journalism |
| | Building 0270 | | Building 0270 | | Building 0270 |
| | | Anthropology 2202 | | Anthropology 2202 | |
| 1:00 | | Lecture | | Lecture | |
| pm | | 12:45-2:05 | | 12:45-2:05 | |
| | | 0208 Pomerene | | 0208 Pomerene | |
| | | Hall | | Hall | |
| | Earth Sciences 1105 | | Earth Sciences 1105 | | Earth Sciences 1105 |
| 2:00 | Lecture | | Lecture | | Lecture |
| pm | 1:50-2:45 | | 1:50-2:45 | | 1:50-2:45 |
| | Mendenhall Lab | | Mendenhall Lab | | Mendenhall Lab |
| | 0100 | | 0100 | | 0100 |
| 3:00 | | | | | |
| 3:00 pm | | | | | |
| | | | | | |
| | | | | | |

Sample Schedule for a Continuing Student Taking Five Three-Credit Classes

| Time | Monday | Tuesday | Wednesday | Thursday | Friday |
|------------|-------------------------------------|-------------------|-------------------------------------|-------------------------------|-------------------------------------|
| 8:00 | | Spanish 1103.01 | Spanish 1103.01 | Spanish 1103.01 | Spanish 1103.01 |
| am | | Lecture | Lecture | Lecture | Lecture |
| | | 8:00-8:55 | 8:00-8:55 | 8:00-8:55 | 8:00-8:55 |
| | | Hagerty Hall 0046 | Hagerty Hall 0046 | Hagerty Hall 0046 | Hagerty Hall 0046 |
| 9:00 | Math 1151 | Math 1151 | Math 1151 | Math 1151 | Math 1151 |
| am | Lecture | Recitation | Lecture | Recitation | Lecture |
| | 9:10-10:05 | 9:10-10:05 | 9:10-10:05 | 9:10-10:05 | 9:10-10:05 |
| | 209 W. 18 th Ave 0160 | Koffolt Lab 0131 | 209 W. 18 th Ave 0160 | Koffolt Lab 0131 | 209 W. 18 th Ave 0160 |
| 10:00 | | | | | |
| am | | Chemistry 1210 | | | |
| | | Laboratory | | | |
| | | 10:20-1:20 | | | |
| 11:00 | | Celeste Lab 1005 | | | |
| am | | | | | |
| | Arts & Sciences | | | | |
| | Survey | | | | |
| | 11:30-12:25 | | | | |
| 12:00 | Mendenhall 172 | | | | |
| pm | | | | | |
| | | | | | |
| | | | | | |
| 1:00 | | | | | |
| pm | | | | | |
| | | | | | |
| | Chemistry 1210 | Chemistry 1210 | Chemistry 1210 | | Chemistry 1210 |
| 2:00 | Lecture | Recitation | Lecture | | Lecture |
| pm | 1:50-2:45 | 1:50-2:45 | 1:50-2:45 | | 1:50-2:45 |
| | McPherson Lab | McPherson Lab | McPherson Lab | | McPherson Lab |
| | 1000 | 1005 | 1000 | Work at OSU | 1000 |
| 3:00 | | | | Medical Center 1:00-5:00pm | |
| pm | | | | 1.00-5.00pm | |
| - | | | | | |
| | | | | | |
| 4:00 | | | | | |
| 4.00 pm | Intramural | | B : 1 | | |
| • | Basketball 4:00- | | Biology Honor Society Mtg 4:00pm | | |
| | 5:00pm | | Society Wilg 4.00pm | | |

Sample Schedule for a New First-Year Student Entering the Biological Sciences

Converting to Semesters

Semesters last longer than quarters (fourteen weeks of instructional time, instead of ten). Within a four-year academic career, students typically will enroll for fewer semesters (eight) than quarters (twelve). That one-third reduction is reflected in the conversion of many numbers and values identified by credit hours, although not all numbers require conversion. One number that will not convert is the minimum number of hours required for full-time undergraduate enrollment, which the federal government defines as twelve. Since students will enroll only twice during the normal academic year, they will carry more classes, generally worth fewer credits, over longer terms. The minimum hours required for a degree will be reduced from 181 quarter credits to 120 semester credits. Students will become sophomores, juniors, and seniors at thresholds of 30, 60, and 90 semester credits (rather than 45, 90, and 135 quarter credits). A 60-hour major, if not modified in other ways for semesters, will convert to a 40-hour major.

Most critically, the cumulative data in the records of continuing students will be converted from quarter values to semester values without changing a student's cumulative point-hour ratio.

Student Records: The Conversion of Cumulative Data ("Stats Recalc")

A basic principle in converting students' cumulative academic data—each student's earned hours, "cumulative hours," (the hours attempted for a grade, which underlie the quarter-based grade-point average), and cumulative points—from "quarter" numbers to "semester" numbers is that no student's grade-point average will be changed by these conversions.

Here is how the conversion will work. The student's earned hours, cumulative hours, and cumulative points will each be multiplied by .67—Ohio State's institutional definition of 2/3, based on extensive testing of data. All multiplications and subsequent divisions will be carried out to thousandths before they are truncated. The cumulative points for semesters, when divided by the semesters hours, will produce a GPA for semesters identical to the student's GPA under quarters. Once a student begins taking semester-based course work, grade points and hours will be added as semester data to the converted cumulative points and cumulative hours, and the grade-point average will be recalculated accordingly. For students below a 2.0, deficiency points will be calculated from the converted values for hours and points, and will also diminish by one third (and be carried out to thousandths)

A new term will be inserted into the record for all students except those known to be deceased and those with only an academic career in law. The values related to quarter hours will be multiplied by .67 to produce the converted semester values. A new "term"—term number 1123, labeled 'Semesters Stats Recalc'—will be inserted between the student's final quarter term and before the first term in the semester calendar (Summer 2012). This term will appear in various places: in "Term History," within the SIS; on the Advising Report; and on the transcript. There is extensive reprogramming behind the conversion term: any change to converted course work (a grade change, a forgiven course, or a retroactive drop, for example) will trigger a recalculation of the student's data.

Following are the Term History screens for the last quarter (using Autumn 2011, for the sake of example, as if it were the last quarter) and the Recalc term:.

| Institution: | The Ohio | State University | Academic L | evel - Term End: | Junior | |
|-------------------|------------|------------------|-------------|----------------------|-----------|-------------|
| Term: | Autumn 20 |)11 Quarter | Reset Cum | Stats at Term Start: | | |
| т | owards GPA | No GPA | Audit | For Progress | Cum Total | |
| In Progress: | 15.000 | 0.000 | | | 15.000 | |
| Taken: | 92.000 | 0.000 | 0.000 | 107.000 | 92.000 | |
| Passed: | 92.000 | 0.000 | | 92.000 | 92.000 | |
| т | owards GPA | No GPA | Units Only | TC Units Adjust | | |
| ALL Transfer Cred | lit: 0.000 | 0.000 | | 0.000 | | |
| Course Credit: | | | 0.000 | | | |
| Test Credit: | | | 5.000 | | | |
| Other Credit: | | | 0.000 | | | |
| | | | Total Grade | Points: | 260.800 | |
| | | | Total Units | Towards GPA: | 92.000 | Def Points: |
| | | | Cumulative | GPA: | 2.834 | |

| Institution: | The Ohio S | State University | Academic L | evel - Term End: | Junior | |
|------------------|-------------|------------------|-------------|----------------------|-----------|------------|
| Term: | Semesters | s Stats Recal | Reset Cum | Stats at Term Start: | | |
| ٦ | Towards GPA | No GPA | Audit | For Progress | Cum Total | |
| In Progress: | 10.050 | 0.000 | | | 10.050 | |
| Taken: | 61.640 | 0.000 | 0.000 | 71.690 | 61.640 | |
| Passed: | 61.640 | 0.000 | | 61.640 | 61.640 | |
| ٢ | Towards GPA | No GPA | Units Only | TC Units Adjust | | |
| ALL Transfer Cre | dit: 0.000 | 0.000 | | 0.000 | | |
| Course Credit: | | | 0.000 | | | |
| Test Credit: | | | 3.350 | | | |
| Other Credit: | | | 0.000 | | | |
| | | | Total Grade | Points: | 174.736 | |
| | | | Total Units | Towards GPA: | 61.640 | Def Points |
| | | | Cumulative | GPA: | 2.834 | |

On the Advising Report, the Stats Recalc Term will include a summary of the student's quarter data and its conversion to semesters data, and will appear as shown below:

| SEMESTERS STATS RE | ECALC UENR | • |
|--|---|--------------------------|
| CALENDAR FROM QUA INFORMATION BELOW TIME OF CONVERSION | 012, THE UNIVERSITY CONVERTE REFERS TO SEMESTERS. THE CO SUMMARIZES THE ACADEMIC RE I. THE MINIMUM HOURS REQUIRE PROPORTIONALLY REDUCED | MPARATIVE CORD AT THE |
| QTR CUM:HR- 92.000 | PT= 260.800 PH= 2.834 EH= 97. PT= 174.736 PH= 2.834 EH= 64. | |

The Conversion Term will also appear on the Advising Report as a line in the "SUMMARY OF ACADEMIC HISTORY" columns, on the left side of the page (data for separate careers will be listed as separate lines):

| 1114 | COL | USBS | 3 | MAJ COMM-BA SPL SCM | 0.000 | 0 | 2.834 | 97.00 | |
|----------------------|-------------------|----------------------|--------|--|-------|---|-------------------------|-------------------------|--------|
| 1123 | | UENR | • | SEMESTER | | | 2.834 | 64.99 | RECALC |
| 1124 1128 1132 | COL COL COL | UENR UENR UENR | 3 3 | MAJ ENVIRSC-BS MAJ ENVIRSC-BS MAJ ENVIRSC-BS | 0.000 | 0 | 2.834 2.834 2.834 | 64.99 64.99 64.99 | |

This is how the conversion term will appear on the transcript:

| | | | Autumn 2011 | Quarter | | |
|------------------|-----------|--------------|------------------------|-------------|----------|--------------|
| | Program | : Environm | ent & Natural Resour | ce | | |
| | Plan | : Environm | ental Science Major | | | |
| | Course | | Description | Attempted | Earned | Grade Points |
| | COMM | 311 | Visul Commune Dsgn | 5.00 | | (IP) |
| | COMM | 628 | Persuasion Theory | 5.00 | | (IP) |
| | SPANISH | 103.66 | Intensive Review 2 | 5.00 | | (IP) |
| | TERM GPA | : 0.000 | TERM TOTALS : | 0.00 | 0.00 | 0.000 |
| $\left(\right)$ | CUM GPA | : 2.834 | CUM TOTALS : | 92.00 | 97.00 | 260.800 |
| | Summer 20 | 12 the Univ | ersity converted from | quarter to | semester | hours. |
| | The compa | rison below | shows the conversion | of your aca | demic re | cord. |
| | ****** | comparison o | f Quarter and Semester | Cumulative | Data ** | **** |
| | COM GPA | : 2.034 | CUM TOTALS : | 92.00 97 | .00 | 260.800 |
| | CUM GPA | : 2.834 | CUM TOTALS : | 61.64 64 | .99 | 174.736 |
| | | | Autumn 2012 | Semester | | |
| | Program | : Environm | ent & Natural Resour | ce | | |
| | Plan | : Environm | ental Science Major | | | |

Advisors will also have access to the Conversion Term on the Academics tab, in the Student Services Center:

| erm Summary | | | edit term data |
|---|--|-------------|---|
| OSUSI - The Ohio State University UGRD - Undergraduate 1132 - Spring 2013 Semester 1128 - Autumn 2012 Semester 1124 - Summer 2012 Term 1123 - Semesters Stats Recalc | Semesters Stats Recalc Eligible to Enroll: Primary Program: Academic Standing Sta | Yes UENR | Environment & Natural Resource Data unavailable |
| 1118 - Autump 2011 Quarter 1114 - Summer 2011 Quarter | ▼ Level / Load | | |
| 1112 - Spring 2011 Quarter 1110 - Winter 2011 Quarter 1108 - Autumn 2010 Quarter 1104 - Summer 2010 Quarter | Academic Level - Proj Academic Level - Tern Academic Level - Tern | n Start: | Senior Senior Junior |
| Image: International system International system International system Image: International system International system International system Image: International system International system International system Image: International system International system International system | Approved Academic Lo Academic Load: | oad: | Full-Time No Unit Load |

Student Services Center – Conversion Term Statistics (cont.):

Statistics

| Semesters Stats Recalc | Cumulative Total |
|--------------------------|---------------------|
| Units Toward GPA: | |
| Taken | 61.640 |
| Passed | 61.640 |
| In Progress | 10.050 |
| Units Not for GPA: | |
| Taken | |
| Passed | |
| In Progress | |
| Transfer Units | 3.350 |
| GPA Calculation | |
| Total Grade Points | 174.736 |
| / Units Taken Toward GPA | 61.640 |
| = GPA | 2.834 |

The Stats Recalc Conversion is currently targeted to run on April 15, a date selected because it falls after the third Friday of Spring Quarter 2012 (when enrollments are relatively stable) and before the Term Activation activities that will allow students to enroll in Summer Term 2012 and Autumn Semester 2012 classes. Please note that the detailed move-to-production and validation plans are still being finalized. Further communications will be shared as they become available.

Other Changes to the Advising Report

Changes to the Header:

Now:

| L, .IMY RENEE | DATE PRINTE | 0:11/30/2011 PAGE 1 | INSTITUTIONS ATTENDED NAME WORTHENGTON KILBOURNE HS | CITY COLUMBUS | ST/CNTRY OH/USA | DEGREE HIGH SCHOOL DIPLON | DATE MA 0609 |
|---|---------------------------------------|--|---|------------------------------|--------------------|------------------------------|---------------------|
| PREVIOUS NAME: EMAIL_ADDRESS:dmidson.360@own.e | | OSU ADVISING REPORT | | | | | |
| ADDRESS: 0235A - WORTHIN 249 W.10TH AVEN 68 | | THIS IS NOT A TRANSCRIPT | | | | | |
| COLUMBUS,OH 43 USA | 201 | SOCIAL & BEHAVIORAL SCIENCES ADVISOR: KRISTEN ROSE WETHINGTON | | | | | |
| | | | | | | | |
| | • Address is elit | minated | | | | | |
| | Telephone nu | | | | | | |
| | Formatting ad | justments | | | | | |
| New: | | | | | | | |
| | | | ADVISING REPORT | | | | |
| T · H · E 200024 | | DATE : 11/30/2011 | THIS IS NOT A TRANSCRIPT | INSTITUTION ATTENDED NAME | СІТҮ | | DEGREE |
| OHIO BIRTHD SEX | US NAME: ATE: 11/28/1990 FEMALE | | SOCIAL & BEHAVIORAL SCIENCES ADVISOR : KRISTEN ROSE WETHINGTON | WORTHINGTON KILBOURNE HS | COLUMBUS | OH/USA | HIGH SCHOOL DIPLOMA |
| SALE | DDRESS: test.1000@osu.edu | | | | | | |

Changes to the Academic Summaries: Now:

MARY OF QUARTER ACCUM 2 DEF IND EXPLORING IN VPL OF 15 34 45 57 50 50 50 50 50 50 50 1007 1007 1007 1007 1007 505 505 17 15 15 15 15 15 1102 1104 1108 1110 1112 1114 0.0 0.0 0.0 0.0 0.0 208 208 208 208 208 913 1115 0 sns 0.0 ot. 1120 0 95 ot. ns 0.0 202 HRNG-BA AJ SI TEST RESULTS TEST CT *UNOFFICIAL ATE SRC SECTION/SCORE MPST 24 ENGL 28 ENGWR 27 MATH 27 READ 19 SCIRE 01/20 EMPST 24 EMD, 24 EM 23 WRTES 9 FORMD 9 M QUALT 39 PLCMT 9 SPAN 16.3 ATTI PLACE ELC 05/2009

New:

| | | | | SUMMARY OF AC | ADEMIC | HISTO | DRY | | |
|------|-------|---------|-------|------------------------------|---------|--------|----------|---------|---------|
| | | | | | TE | RM | CL | JM. | |
| TERM | CMP | PROG | RK | PLAN | GPA | EH | GPA | EH | ACTIONS |
| 1098 | COL | UEXP | 1 | UND EXPLORING | 4.000 | 16 | 4.000 | 16.00 | DEANLS |
| 1100 | COL | UEXP | 1 | UND EXPLORING | 3.911 | 17 | 3.954 | 33.00 | DEANLS |
| 1102 | COL | UEXP | 1 | UND EXPLORING | 3.668 | 15 | 3.864 | 48.00 | DEANLS |
| 1104 | COL | UEXP | 2 | UND EXPLORING | 0.000 | 0 | 3.864 | 48.00 | 1 |
| 1108 | COL | UEXP | 2 | UND EXPLORING | 4.000 | 15 | 3.896 | 63.00 | DEANLS |
| 1110 | COL | USBS | 2 | MAJ SPHHRNG-BA | 3.900 | 15 | 3.897 | | DEANLS |
| 1112 | COL | USBS | 2 | MAJ SPHHRNG-BA | 4.000 | 15 | 3.913 | 93.00 | DEANLS |
| 1114 | COL | USBS | 3 | PRO OCCTHR-PRO | 0.000 | 0 | 3.913 | 93.00 | 1 |
| | | | | MAJ SPHHRNG-BA | | | | | 1 |
| 1118 | COL | USBS | 3 | PRO OCCTHR-PRO | 0.000 | 0 | 3.913 | 93.00 | 1 |
| | | | | MAJ SPHHRNG-BA | | | | | |
| 123 | | USBS | | SEMESTER | | | 3.913 | 62.31 | RECALC |
| | | | | MAJ SPHHRNG-BA | | | | | |
| 1124 | COL | USBS | 3 | PRO OCCTHR-PRO | 0.000 | 0 | 3.913 | 62.31 | 1 |
| | | | | MAJ SPHHRNG-BA | | - | | | 1 |
| 1128 | COL | USBS | 3 | PRO OCCTHR-PRO | 0.000 | 0 | 3.913 | 62.31 | 1 |
| | | | | MAJ SPHHRNG-BA | | | | | 1 |
| 1132 | COL | USBS | 3 | PRO OCCTHR-PRO | 0.000 | 0 | 3.913 | 62.31 | 1 |
| | | | | MAJ SPHHRNG-BA | | | | | 1 |
| | | | | TEST RE | ен те | | | | |
| | | | | | | | | | |
| | EST | DATE | _ | SRC SECTION/SCOP | | | | | |
| A | л | 100120 | | ELC CMPST 24 ENGL WRTES 9 | 28 ENGW | R 27 M | ATH 27 R | AD 19 5 | CIRE 23 |
| MATH | PLACE | 070500 | m l m | ELC FORMD 9 M QUA | 17.20 | | | | |
| SPA | | 0708/20 | | ELC PLONT 9 SPAN 1 | | | | | |
| - | | | - 1 | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

Changes to the Main Body:

Now:

- Label changed to "Term"
- Hour values display to .xx
- Test scores will not cause additional pages
- The "Recalc" term will display

| INSTR. | COURSE | COURSET | me | 0 (3 | | GR/ | | | INSTR. | COURSE | COURSE TH | LE. | 0 | CR | \$ | GRADE | |
|----------------|----------|----------|-----------|------------|-----|-----|------|-----|------------------|----------|---------------|-------|------|----|------|----------|-----|
| UNIT | NUMBER | | | P 10 | t D | FIN | | | UNIT | NUMBER | | | P | HR | D | FINAL | |
| | | | | | | | PREV | | | | | | | | | /PREV | _ |
| AUTUMN 2 | 009 UEXP | | | | | | | | WINTER 20 | 12 USBS | | | | | | | |
| DOP | 100.01 | EXP SU | IVEY | | | 1 | 8 A | | IDFS | 364 | LIFE SPAN | HMN | DEVI | P | | 5.0 | |
| ART | 205 | BEODAN | ING DRA | WING | | 5 | 8 A | | SPILIERNO | 360 | SPIE-LNO P | ATEM | LAUD | 10 | | 5.0 | |
| MATH | 150 | ELEME | TRY FU | OCTNS | | 5 | 8 A | | SPHORNO | 440 | INTRO HE. | CRENC | SCI | | | 5.0 | |
| SPANISH | 102.66 | INTENS | VE REVI | EW I | | 5 | 0 A | | QTR: HR- | 15 P | T= 0.0 | 251 | 0.0 | 00 | 131- | 0 DP- 0 | 0.0 |
| QTR: HR- | 16 P | T= 64.0 | 211- | 4.000 | EH- | 36 | DP- | 0.0 | CUM: HR- | 93 P | T= 364.0 | 250 | 3.9 | 13 | 131- | 93 DP- 0 | 0.0 |
| CUM: HR= | 16 P | T= 64.0 | 211- | 4.000 | EH- | 36 | DP- | 0.0 | | | | | | | | | |
| | | | | | | | | | | | END OF REC | ORD | | | | | • |
| WINTER 201 | 10 UEXP | | | | | | | | TUDENT | ROJECTED | COREE IS 7177 | | | | | | |
| DANCE | 201.06 | HIP HOP | DANCE | | | 2 | A 0 | | | | | | | | | | •• |
| INGLISH | 110.01 | FIRST-1 | R ENGL | COMP | | 5 | A 0 | | | | | | | | | | |
| SPANISH | 103.01 | INTERN | ED I:CL | ASSRM | | 5 | 0 A- | | | | | | | | | | |
| MATH | 151.01 | CALCA | ANALYT | GEOM 1 | | 5 | A 0 | | | | | | | | | | |
| QTR: HR- | 17 P | T= 66.5 | 211- | 3.911 | EH- | 17 | DP- | 0.0 | 1 | | | | | | | | |
| CLM: HR- | 33 P | T= 130.5 | 211- | 3.954 | EH- | 33 | DP= | 0.0 | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| SPRING 201 | 0 UEXP | | | | | | | | 1 | | | | | | | | |
| MATH | 152.01 | CALCA | ANALYT | GEOM 2 | | 5 | 0 D+ | | | | | | | | | | |
| FRANTSH | 104 | INTERN | ED SPAN | 2 | | 5 | 0 A- | | | | | | | | | | |
| SYCH | 100 | GENER/ | L PSYCE | 01.001 | | 5 | 0 A | | | | | | | | | | |
| OTR: HR- | 15 P | | | 3.666 | | 15 | DP- | 0.0 | | | | | | | | | |
| CUM: HR- | 45 P | | | 3.864 | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| AUTUMN 2 | HO UEXP | | | | | | | | | | | | | | | | |
| NOTODA | 101 | INTROE | OCTORY | 10 | | 5 | A 0 | | | | | | | | | | |
| USTORY | 151 | AM CIV | TO 1877 | | | 5 | 0 A | | | | | | | | | | |
| SPHIRNO | 230 | COMM | NATSD | ISORDS | | 5 | 0 A | | | | | | | | | | |
| OTR: HR- | 15 P | T= 60.0 | 211- | 4.000 | EH- | 15 | DP- | 0.0 | | | | | | | | | |
| CUM: HR= | 63 P | T= 265.5 | 231- | 3.896 | EH- | 63 | DP- | 0.0 | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| WINTER 201 | 11 USBS | | | | | | | | | | | | | | | | |
| COMPSTD | 367.01 | 2ND WF | IT-AM IE | INT | | 5 | A 0 | | | | | | | | | | |
| PHYSICS | 111 | MECHA | NICSAN | EAT | | 5 | 0 A- | | | | | | | | | | |
| SPHIRNO | 330 | LANG A | CQUISIT | ION | | 5 | 0 A | | | | | | | | | | |
| QTR: HR- | 15 P | T= 58.5 | 211- | 3.900 | EH- | 15 | DP- | 0.0 | | | | | | | | | |
| CUM: HR= | 78 P | T= 304.0 | 211- | 3.897 | EH- | 78 | DP- | 0.0 | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| SPRING 201 | 1 USBS | | | | | | | | 1 | | | | | | | | |
| 15OB | 232 | | SIVSIOL O | XDC | | | 0 A | | | | | | | | | | |
| SOCIOL. | 101 | INTRO S | | | | | 0 A | | 1 | | | | | | | | |
| SPHERNO | 320 | | F PHONE | | | | 0 A | | 1 | | | | | | | | |
| QTR: HR- | 15 P | | | 4.000 | | | | 0.0 | | | | | | | | | |
| CUM: HR= | 90 P | T= 364.0 | 211- | 3.913 | EH- | 93 | DP- | 0.0 | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| AUTUMN 2 | | | | | | | | | | | | | | | | | |
| DUPAIS | 152.01 | | ANCE 1 V | OMEN | | | | | 1 | | | | | | | | |
| SPHIRNO | 340 | | oustics | | | | ٥ | | | | | | | | | | |
| SYCH | 331 | | MAL PSY | | | | ٥ | | 1 | | | | | | | | |
| AFAMAST | 122 | | LZ 1870- | | | | ٥ | | 1 | | | | | | | | |
| QTR: HR- | 16 P | | | 0.000 | | | DP- | | | | | | | | | | |
| CUM: HR= | 95 P | T= 364.0 | 211- | 3.913 | EH- | 95 | DP- | 0.0 | 1 | | | | | | | | |
| | | | | | | | | | 1 | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | 1 | | | | | | | | |

New:

| | COURSE NUMBER | COURSE TITLE | CR HR | GRADE FINAL /PREV | INSTR | | COURSE TITLE | CR HR | GRADE FINAL IPREV | _ | | | | | | | |
|---|---|---|--|---|---|---|--|------------------|---|---------------------------|----------|---------------------------|-----------|------|----------------|-----|----|
| UNIT AUTUMN 20 EXP ART MATH SPANISH GTR:HR - 1 CUM:HR - 1 CUM:HR - 1 CUM:HR - 1 CUM:HR - 1 SPANISH | NUMBER 09 UEXP 100.01 205 150 100.01 205 150 160.00 PT = 16.000 PT = 10 UEXP 201.06 110.01 13.000 PT = 13.000 PT = 10 UEXP 152.01 104 | EXP SURVEY BEGINNING DRAWING BEGINNING DRAWING BELEMENTRY FUNCTNS INTENSIZE REVENT 54.000 PH - 4.000 EH - 16.000 HIP HOP DANCE FIRST-YR ENGL COMP INTERNET ICLASSRM CALCBANALYT GEOM 1 10.500 PH - 3.954 EH - 33.000 CALCBANALYT GEOM 2 INTERNET SPAN2 | HR 1.0 5.0 0.0 0.0 0.0 0.0 0.0 0.0 5.0 5 | A A A A A A A A A A A A A A A A A A A | SEMESTERS EFFECTIVE : CALENDAR I INFORWATIC TIME OF CO DEGREE WE QTR CUM:H SEM CUM:H | STATS REC SUMMER 201 FROM QUAR ON BELOW SI NVERSION T RE ALSO PR R- 93.000 F R- 62.310 F | ALC USBS 2. THE UNVERSITY CONVERT THEN TO SEMETARS. THE CO MMARAZES THE ACADEMIC RE OPORTIONALLY REDUCED. 0. THE MINIMUM HOUSE SHOLE 0. THO OF RECORD EDD OF RECORD THE "Recca | LIC | ATIVE 2 AT THE 2 AT T | | | | | | | | |
| CUMHR = 4 AUTUMN 20 BIOLOGY HISTORY SPHIRNG QTR:HR = 11 CUMHR = 6 WINTER 201 COMPSTD PHYSICS SPHIRNG QTR:HR = 11 | 110 UEXP 101 151 230 5.000 PT - 3 3.000 PT - 3 11 USBS 367.01 111 330 5.000 PT - 3 8.000 PT - 3 | 185.500 PH = 3.864 EH = 48.000 INTRODUCTORY BIO AM ON TO 1877 COMMINAITS DISORDS GOLD PH = 4.000 EH = 15.000 245.500 PH = 3.896 EH = 63.000 2ND WRIT-AM IDENT MECHANICS & HEAT LANG ACQUISITION EHAT | 5.0 5.0 DP - DP - 5.0 5.0 DP - | A A A A 0.000 0.000 A A A A A A A A A A | | • | Deficiency out to thre Hours wil places. Fix: Term "PA", "S" Start or M | e c l d gr | lecin ispla aded resh | nal y o l ho mai | p out | lac t to rs 1 Fo | es thi | ee o | lecir er ir | nal | de |
| QTR:HR = 1: CUM:HR = 9 AUTUMN 20 EDUPAES SPHHRNG PSYCH AFAMAST QTR:HR = 0 | 5.000 PT = 3 3.000 PT = 3 111 USBS 152.01 340 331 122 0.000 PT = | 60.000 PH - 4.000 EH - 15.000 364.000 PH - 3.913 EH - 93.000 SOCL DANCE 1 WOMEN BIO-ACOUSTICS ABNORMAL PSYCH AFR CIVLZ 1870-PRS | DP - DP - 1.0 5.0 5.0 5.0 DP - | 0.000 | | | | | | | | | | | | | |

Example of a Semester Term:

| AUTUMN 201 | 2 UENF | 2 | | | |
|-------------|---------|---------------------------|------------|-------------|------------|
| COMM | 2511 | VISUAL | COMM DESI | GN | 5.0 |
| SEM:HR = 0. | 000 PT | - 0.000 | PH = 0.000 | EH = 0.000 | DP = 0.000 |
| CUM:HR = 61 | .640 PT | 174.736 | PH = 2.834 | EH = 64.990 | DP = 0.000 |
| | | | | | |

Dual Degrees: Conversion data for separate careers will appear on separate lines:

| | SUMMARY OF ACADEMIC HISTORY | | | | | | | | | | | |
|------|-----------------------------|------|----|----------------|-------|------|-------|--------|---------|--|--|--|
| | TERM CUM | | | | | | | | | | | |
| TERM | CMP | PROG | RK | PLAN | GPA | EH | GPA | EH | ACTIONS | | | |
| 1118 | COL | UNDG | 4 | MAJ PREUGRD-ND | 0.000 | 0 | 3.622 | 273.00 | | | | |
| 1123 | *** | GHUM | * | SEMESTER | **** | **** | 3.831 | 71.02 | RECALC | | | |
| 1123 | *** | UNDG | * | SEMESTER | **** | **** | 3.622 | 182.91 | RECALC | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |

| 1 | | | | 1 |
|--|---|-----------------------------------|--|--------------------|
| SEMESTERS STATS RE | CALC UNDG | | | |
| EFFECTIVE SUMMER 2 CALENDAR FROM QUA INFORMATION BELOW TIME OF CONVERSION DEGREE WERE ALSO F | RTERS TO SEN SUMMARIZES . THE MINIMUM | MESTERS. THE ACAD I HOURS R | THE COMPAR EMIC RECOR EQUIRED FO | RATIVE D AT THE |
| QTR CUM:HR=262.000 | PT= 949.200 F | PH= 3.622 | EH=273.000 | DP= 0.000 |
| SEM CUM:HR=175.540 | PT= 635.964 | PH= 3.622 | EH=182.910 | DP= 0.000 |
| SEMESTERS STATS RE | CALC GHUM | | | |
| QTR CUM:HR= 83.000 | PT= 318.000 F | PH= 3.831 | EH=106.000 | DP= 0.000 |
| SEM CUM:HR= 55.610 | PT= 213.060 F | PH= 3.831 | EH= 71.020 | DP= 0.000 |
| 1 | | | | I |

Grade Value x Credit Hours = Credit Points: The Addition of Half Credits

The addition of half-credit courses will result in additions to the familiar pattern of credit points for letter grades in full-credit courses. The chart below lists the various possible credit points resulting from grades in full- and half-credit courses up through five credits:

| Grade | Credit | t Hours i | n Course | 9 | | | | | | |
|-------|--------|-----------|----------|-----|------|------|-------|------|-------|------|
| | .5 | 1 | 1.5 | 2 | 2.5 | 3 | 3.5 | 4 | 4.5 | 5 |
| А | 2 | 4 | 6 | 8 | 10 | 12 | 14 | 16 | 18 | 20 |
| A- | 1.85 | 3.7 | 5.55 | 7.4 | 9.25 | 11.1 | 12.95 | 14.8 | 16.65 | 18.5 |
| B+ | 1.65 | 3.3 | 4.95 | 6.6 | 8.25 | 9.9 | 11.55 | 13.2 | 14.85 | 16.5 |
| В | 1.5 | 3 | 4.5 | 6 | 7.5 | 9 | 10.5 | 12 | 13.5 | 15 |
| B- | 1.35 | 2.7 | 4.05 | 5.4 | 6.75 | 8.1 | 9.45 | 10.8 | 12.15 | 13.5 |
| C+ | 1.15 | 2.3 | 3.45 | 4.6 | 5.75 | 6.9 | 8.05 | 9.2 | 10.35 | 11.5 |
| С | 1 | 2.0 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| C- | .85 | 1.7 | 2.55 | 3.4 | 4.25 | 5.1 | 5.95 | 6.8 | 7.65 | 8.5 |
| D+ | .65 | 1.3 | 1.95 | 2.6 | 3.25 | 3.9 | 4.55 | 5.2 | 5.85 | 5.5 |
| D | .5 | 1.0 | 1.5 | 2 | 2.5 | 3 | 3.5 | 4 | 4.5 | 5 |
| Е | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

The Calculation of Deficiency Points

Deficiency points are a useful index for gauging the extent of a student's academic difficulty (more useful, in that regard, than GPA) and the credit points it will take for the student to return to good academic standing. Only students below a 2.0 will have deficiency points, calculated by subtracting the total number of credit points the student has earned from twice the number of credits the student has attempted for a letter grade—the number of credit points the student would need to have earned to achieve a 2.0 cumulative GPA.

Until the early 1970's, when the university started to award "plus" and "minus" grades, deficiency points existed only as whole numbers; since then, they have been calculated to tenths. With the addition of half-credit courses, however, it will be possible, under semesters, to accrue hundredths of a deficiency point.

Converted data is another story. The conversion of credit points and credits will, in effect, also convert deficiency points to $\frac{2}{3}$ of their value under quarters, and since points and credits will be converted to thousandths, deficiency points, to remain accurate, will also need to be calculated to thousandths for students who have already established a record under quarters and will complete a degree under semesters. Simply to truncate deficiency points to a lower decimal place would risk misrepresenting to a student (or the student's advisor) the grades he would need to achieve to return to good standing (1.005 deficiency points will not be removed by one credit of B).

The chart that follows lists the number of deficiency points that will be removed or added as the result of specific grades in various full- and half-credit courses up through five credits:

| Grade Quality Po Deficiency | oints (–)/ y Points (+) | | Credit Hours | | | | | | | | |
|--------------------------------|----------------------------|------|--------------|-------|------|-------|------|-------|------|-------|------|
| | | .5 | 1 | 1.5 | 2 | 2.5 | 3 | 3.5 | 4 | 4.5 | 5 |
| 4.0 (A) | +2.0 | -1 | -2 | -3 | -4 | -5 | -6 | -7 | -8 | -9 | -10 |
| 3.7 (A-) | +1.7 | 85 | -1.7 | -2.55 | -3.4 | -4.25 | -5.1 | -5.95 | -6.8 | -7.65 | -8.5 |
| 3.3 (B+) | +1.3 | 65 | -1.3 | -1.95 | -2.6 | -3.25 | -3.9 | -4.55 | -5.2 | -5.85 | -6.5 |
| 3.0 (B) | +1.0 | 5 | -1 | -1.5 | -2 | -2.5 | -3 | -3.5 | -4 | -4.5 | -5 |
| 2.7 (B-) | +.7 | 35 | 7 | -1.05 | -1.4 | -1.75 | -2.1 | -2.45 | -2.8 | -3.15 | -3.5 |
| 2.3 (C+) | +.3 | 15 | 3 | 45 | 6 | 75 | 9 | -1.05 | -1.2 | -1.35 | -1.5 |
| 2.0 (C) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 1.7 (C–) | 3 | +.15 | +.3 | +.45 | +.6 | +.75 | +.9 | +1.05 | +1.2 | +1.35 | +1.5 |
| 1.3 (D+) | 7 | +.35 | +.7 | +1.05 | +1.4 | +2.75 | +2.1 | +2.45 | +2.8 | +3.15 | +3.5 |
| 1.0 (D) | -1.0 | +.5 | +1 | +1.5 | +2 | +2.5 | +3 | +3.5 | +4 | +4.5 | +5 |
| 0 (E) | -2.0 | +1 | +2 | +3 | +4 | +5 | +6 | +7 | +8 | +9 | +10 |

Adding and Removing Deficiency Points

Grades above a 2.0 subtract deficiency points.

Grades of "C" do not change deficiency points.

Grades below a 2.0 add deficiency points.

Changes to Rules and Policies

Faculty rules have been revised to accommodate the change in calendar. Many of the revisions are straightforward, simply altering references from "quarters" to "semesters." Other revisions are based on the conversion of numbers, to reflect the fundamental change in calendar—fewer academic terms, generally lasting for longer periods. In correlation with conversion of data by a factor of .67, various values established by rules will also diminish by one third. The thresholds used to determine class rank, for example, are established by a student's earned hours and will change to reflect semesters values. Freshmen will become sophomores when they reach 30 semester hours (rather than 45 quarter hours), and class rank will continue to increase by increments of 30 (a typical year of course work under semesters):

| Rank 1: | 0-29 semester hours |
|---------|----------------------|
| Rank 2: | 30-59 semester hours |
| Rank 3: | 60-89 semester hours |
| Rank 4: | ≥90 semester hours |

In other cases, the faculty reviewing rules made conscious decisions not to convert some values. The rule, for example, that a student may use Freshman Forgiveness for a maximum of 15 credit hours was kept unchanged (rather than converting the 15 to 10), in the belief that the limit was intended to represent a full term of course work. Some students will, therefore, be able to repeat more courses under the provision of the rule than generally would have been possible before.

A number of deadline dates have also been re-set, and keeping track of these will be more challenging now that both semesters, as well as summer term, will be like summer quarters in the past, with sessions embedded within the longer overall span of enrollment, each with its own deadlines. The specifics are captured in the 2012-13 Semesters Calendar, but some general principles follow:

Academic Deadlines

| Last day to drop without a "W"; last day to reg Semester Sessions within AU or SP; Summer Session May Session | gister for Pass/non-Pass, or for Audit 4 th Friday 2 nd Friday 1 st Friday |
|--|--|
| Last day to drop without petitioning | |
| Semester | 10 th Friday |
| Sessions within AU or SP; Summer Session | 5 nd Friday |
| May Session | 3 rd Friday |

Additions to Approved Schedules

| <u>Semester</u> | Deadline |
|--|------------------------------|
| "Open" registration | 1 st Friday |
| With instructor's permission | 2 nd Friday |
| By petition only | After 2 nd Friday |
| Sessions within AU or SP; Summer Session | <u>Deadline</u> |
| "Open" registration | 1 st Friday |
| With instructor's permission | 2 nd Friday |
| By petition only | After 2 nd Friday |
| <u>May Session</u> | <u>Deadline</u> |
| "Open" registration | 1 st Friday |
| With instructor's permission | 1 st Friday |
| By petition only | After 1 st Friday |

Fee and Refund Deadlines

Initial Fee Payment Deadline

| Semester | One week prior to first day of classes |
|-----------------------------------|---|
| AU and SP 1 st Session | One week prior to first day of classes |
| AU and SP 2 nd Session | One week prior to first day of semester classes |
| May Session [*] | One week prior to first day of SU Session classes |
| Summer Term [*] | One week prior to first day of SU Session classes |
| Summer Session [*] | One week prior to first day of SU Session classes |

^{*}Note that the fee-payment deadline for May Session and Summer Term, as well as Summer Session, will be seven days prior to the beginning of *Summer Session*—several weeks after the beginning of both the May Session and Summer Term. Each of those enrollment periods seems likely to have characteristic student populations, and students enrolled in the May Session who were also enrolled full time during the spring will have a tuition credit for up to three credit hours for the May Session. Summer Session will likely be the primary enrollment period in the summer. There will be other incentives for students enrolled in the May Session or Summer Term to pay at the beginning of those enrollment periods, though their due date is not until June—the ability, for example, to take advantage of specific services or resources on campus. Payment of other fees (housing costs, or study-abroad fees) will be due before the beginning of those enrollment periods.

Refunds/Forfeitures

| <u>Semester</u> | Deadline |
|--|--|
| 100%/0% | 1 st Friday |
| 75%/25% | 2 nd Friday |
| 50%/50% | 4 th Friday |
| No refund | After the 4 th Friday |
| <u>AU and SP 1st and 2nd Sessions</u> | <u>Deadline</u> |
| 100%/0% | 1^{st} Friday of the session [*] |
| 50%/50% | 2^{nd} Friday of the session |
| No refund | After the 2^{nd} Friday of the session |
| *Note that second-session classes for AU12 | begin on a Friday. |
| <u>May Session</u> | Deadline |
| 100%/0% | 1 st day of May Session classes |
| 50%/50% | 1 st Friday of May Session |
| No refund | After the first Friday of May Session |
| <u>Summer Term</u> 100%/0% 75%/25% 50%/50% No refund <u>Summer Session</u> 100%/0% 50%/50% No refund | Deadline1st Friday of Summer Term2nd Friday of Summer Term4th Friday of Summer TermAfter the 4th Friday of Summer TermDeadline1st Friday of Summer Session2nd Friday of Summer SessionAfter the 2nd Friday of Summer Session |
| | |

Fee Penalties

Initial Late Payment (\$200)

Begins after the due date for every semester, session, or term

Secondary Late Payment (\$300)

| Semester | After the 2 nd Friday |
|-----------------------------------|---|
| AU and SP 1 st Session | After the 2 nd Friday |
| AU and SP 2 nd Session | After the 2 nd Friday of semester |
| May Session [*] | After the 2 nd Friday of <i>SU Session</i> |
| Summer Term [*] | After the 2 nd Friday of <i>SU Session</i> |
| Summer Session [*] | After the 2 nd Friday of <i>SU Session</i> |

Late Initial Registration (\$500)

Semester AU and SP 1st Session AU and SP 2nd Session May Session Summer Term Summer Session

Late Course Fee (\$100/course)

Semester AU and SP 1st Session AU and SP 2nd Session May Session Summer Term Summer Session After the 2nd Friday After the 2nd Friday After the 2nd Friday of *session* After the 1st Friday of *May Session* After the 2nd Friday of *SU Term* After the 2nd Friday of *SU Session*

After the 2nd Friday After the 2nd Friday After the 2nd Friday of *session* After the 1st Friday of *May Session* After the 2nd Friday of *SU Term* After the 2nd Friday of *SU Session*

Drop for Non-Payment Process

Run Date

Semester AU and SP 1st Session AU and SP 2nd Session May Session Summer Term Summer Session After the 2^{nd} Friday After the 2^{nd} Friday NA—Admission Revocations Only NA—Admission Revocations Only After the 2^{nd} Friday of *SU Session* After the 2^{nd} Friday of *SU Session*

Re-enrollment Grace Period (no additional penalty beyond late-payment fee of \$300)

Semester AU and SP 1st Session AU and SP 2nd Session May Session Summer Term Summer Session After 3rd Friday After 3rd Friday NA NA After 3rd Friday of *SU Session* After 3rd Friday of *SU Session*

Re-enrollment Fee (\$300)

| Semester | 3 rd week |
|-----------------------------------|---|
| AU and SP 1 st Session | 3 rd week |
| AU and SP 2 nd Session | NA |
| May Session | NA |
| Summer Term | 3 rd week of <i>SU Session</i> |
| Summer Session | 3 rd week of SU Session |

General Education

During the fall of 2009 and the winter of 2010, the University-Level Advisory Committee on General Education (ULAC), with expanded membership to include broad representation across academic units, met to recommend revised requirements for General Education under semesters. As part of its review process, ULAC developed the following broad curricular goals for general education at Ohio State:

Curricular Experience at The Ohio State University

The Ohio State University educates students to solve problems; to think critically, logically, and creatively; and to be engaged and responsible global citizens. The University's curriculum—comprising distinct, yet interrelated programs in general education and specialized study—enables

students to develop the knowledge, skills, and perspectives that equip them to learn and adapt, to contribute and succeed in a rapidly changing world.

The general education program enables students to acquire and develop a breadth of knowledge, skills, and perspectives that cross disciplinary boundaries and extend to areas outside specialized study programs.

Majors, minors, and other specialized study programs enable students to master, to various degrees, bodies of knowledge and the skills, perspectives, and modes of inquiry related to their study.

Students who complete a degree will achieve the following goals:

- □ Expand and develop knowledge of the major domains of inquiry, including their interdependencies and limits
- □ Develop and refine the skills needed to
 - acquire, comprehend, and evaluate information and arguments
 - ► communicate clearly, precisely, and effectively
 - ► analyze and assess using qualitative and quantitative methods
 - ► integrate, create, and apply knowledge
- □ Develop and integrate perspectives to

- ▶ interpret past and contemporary world cultures, events, and issues
- make discriminating aesthetic judgments
- ► formulate considered and reasoned ethical judgments
- understand the roles of science and technology
- recognize and respect diversity

ULAC's recommendations were subsequently reviewed and approved by the Arts and Sciences Committee on Curriculum and Instruction and the Arts and Sciences Senate. **NOTE:** The outline below is the general curricular model that ULAC approved. The Council on Academic Affairs has approved variances for programs that made compelling cased for exceptions.

ULAC Recommendations for Semester-based General Education Requirements

General Education (Gen Ed or GE) at The Ohio State University is accomplished through course work covering the requirements as listed below. For some degree programs, the achievement of a foreign language proficiency through testing and/or course experiences ranging from 0-12 credits is required.

| REQUIREMENTS | <u>MIN.</u> UNITS | NOTES |
|--|----------------------|--|
| Writing | 6 | Levels 1 & 2 (110 & 367 successors) |
| Literature | 3 | |
| Arts | 3 | |
| Math | 3-5 | |
| Basic Computational Skills | | Successful Math Placement Exam or equivalent |
| Math or Logical Skills | | (151/152 successor required for BS students) |
| Data Analysis | 3 | |
| Science (must be taken from both areas below) | 10 | BA students must take 1 lab |
| Biological Science | | BS students must take 2 labs, one in each area |
| Physical Science | | Typically requires 3 courses to complete |
| Historical Study | 3 | |
| Social Science | 6 | Units from two of three categories below |
| Cultures and Ideas, or Historical Study | 3 | |
| Open Options | 6 | Selected from list below |
| Language proficiency level | 0-12 | |
| Social Diversity in the United States (1 course) | - | Typically embedded in other requirements |
| Global Studies (2 courses) | - | Typically embedded in other requirements |
| | 46-60 To | otal Units |
| Social Science categories to remain as: | | |
| Individuals and Groups | | |
| Organizations and Polities | | |
| Human, Natural, and Economic Resources | | |
| | | |
| Open Options experiences can be selected from | om any of | the following: |
| Another GE approved course | | Can be used for double major |

Another GE approved course

Can be used for double major

Service-Learning course approved for GE Cross-Disciplinary seminar Education abroad

597 successor & new Can fulfill up to 6 units

| Percentage of 121 units without Language | 38% |
|--|-----|
| Percentage of 121 units with Language | 50% |

General Notes

*GE courses cannot be counted in the major except "Data Analysis" as already approved

- *GE courses can be taken in the major, but cannot count as meeting both major and GE Requirements
- *Upper-division courses from an equivalent area may be substituted with permission of ASC Advising
- *All current GEC successor courses are automatically approved for the appropriate successor GE category
- *All current GEC exceptions are automatically granted for successor degree programs
- *Current Expected Learning Outcomes will be revised for all successor categories
- *Expected Learning Outcomes will be developed for all new categories
- *Most GE courses anticipated to be offered as 3 units per course
- *Some GE courses may require successfully meeting eligibility standards prior to enrollment
- *For Literature, Arts, and Social Sciences, no more than one course can be from the area of the major, and cannot be counted as part of the major

GEC/General Education: Curricular Pathways for Transitional Students

In the university's conversion to a semesters calendar, transitional students are students who have started course work in an academic career at OSU before SU12, under quarters, and will finish a degree in that career under semesters. Colleges have committed to being flexible, where appropriate and possible, so that students are not delayed by the conversion in completing a degree.

The switch to semesters has also resulted in changes to general education, and colleges have made different determinations about what requirements transitional students will follow—the General Education Curriculum, or the requirements of the General Education program that all students entering the university SU12 or after will follow. The list below outlines those decisions. Students should be referred to the college or department for specific information about the requirements for the major or degree.

| | Unit-Specific Curricular Requirements for Transitional Semester Students |
|-----------------------|--|
| AGR | College of Food, Agricultural, and Environmental Sciences |
| Transitiona | al students will follow the General Education program. |
| AHR | Knowlton School of Architecture |
| Transitiona | al students will follow the General Education program. |
| ASC | College of Arts and Sciences |
| | exception, the student's curriculum is based on the curriculum in effect for the term in which he/she was admitted. najoring in Computer and Information Science will follow the General Education program. |
| BUS | Fisher College of Business |
| Transitiona | al students will follow the General Education program. |
| DHY | Division of Dental Hygiene |
| The stude | nt's curriculum is based on the curriculum in effect for the term in which he/she was admitted. |
| EHE | College of Education & Human Ecology |
| Information | n not currently available. |
| ENG | College of Engineering |
| The stude | nt's curriculum is based on the curriculum in effect for the term in which he/she was admitted. |
| ENR | School of Environment & Natural Resources |
| Transitiona | al students will follow the General Education program. |
| HRS | School of Health and Rehabilitation Services |
| The stude | nt's curriculum is based on the curriculum in effect for the term in which he/she was admitted. |
| JGS | John Glenn School of Public Affairs |
| The stude | nt's curriculum is based on the curriculum in effect for the term in which he/she was admitted. |
| NUR | College of Nursing |
| The stude | nt's curriculum is based on the curriculum in effect for the term in which he/she was admitted. |
| РВН | College of Public Health |
| When the Education | Bachelor of Science in Public Health has been approved, transitional students who pursue it will follow the General Program. |
| PHR | College of Pharmacy |
| The stude | nt's curriculum is based on the curriculum in effect for the term in which he/she was admitted. |
| SWK | College of Social Work |
| The stude | nt's curriculum is based on the curriculum in effect for the term in which he/she was admitted. |

Major Changes for Semesters

All majors will change under semesters, some more than others, but the review of programs and courses that was essential to the process of changing calendar resulted in an unusual number of new, discontinued, and changed majors. A listing of these programs can be found in Appendix 3.

Tools to Support Advising

Transitional Academic Plan (TAP)

The Transitional Academic Plan (TAP) is a term-by-term plan in which advisors can identify how a student should proceed in completing his or her degree and fulfill her/his responsibilities under the Pledge to Students. For "transitional students" completing TAPs, the plan will start with projected quarters \leq SP12 and, when a student is a "transitional" student, continue with projected semesters (\geq SU12). The TAP will allow input from multiple advisors to a single planning document, and it will continue to be available after semester conversion for formal academic plans and course planning activities. Although not all academic units will use the TAP, and though students are not required to complete one, all students are strongly advised to work closely with their advisors in planning to complete their degrees under semesters.

Checklists

To support the TAP, academic units can use checklists to notify students, via the To Do list in their Student Center, when they need to work with their advisor to complete a TAP. Colleges and regional campuses using checklists will identify students who should complete a TAP and add the appropriate Checklist item, in batch or individually, to the student's To Do list. After a student completes his or her TAP, advisors can complete the checklist to remove the To Do from the student's record.

DARS Home-to-Home

Home-to-Home Articulation is a DARS process that articulates OSU quarter courses to their semester equivalents (course number and credit hours), so those courses can match to degree audit requirements. This process affects only the Degree Audit; it will not change students' academic records and will not affect transcripts or advising reports. Beyond the transitional degree audits—a tool for planning degree completion—Ohio State is not converting a student's academic history. (The Stats Recalc converts only summary data.)

AdvisingConnect

AdvisingConnect, Ohio State's web-based system of advising notes, was launched in September 2008—a culmination of a partnership among Enrollment Services and Undergraduate Education, the Office of the Chief Information Officer, and the College of Arts and Sciences. The system was designed to allow academic advisors to record notes on their interactions with students, to provide a resource for electronic note-taking and to facilitate continuity of service to students.

Later enhancements were developed from the recommendations of a university committee on academic advising, in response to suggestions from Undergraduate Student Government, to improve students' access to their advising information.

Course Conversion Guide

The Quarter-to-Semester Course Conversion Guide is an online tool that enables various users to search on courses and learn how quarter courses were converted:

- Internal Ohio State users, including students, academic advisors, academic and student support units, applicants, prospective students, and public consumers seeking information about the university's courses (the Course Catalog and Schedule of Classes, for example).
- External users, including other institutions of postsecondary education (that receive Ohio State students as their transfer students), high school guidance counselors, etc.

The Guide is of particular use for advisors seeking information about course equivalencies (whether pairings or other conjoinings), bridge courses, and discontinued courses. Searches can be made using course "attributes" (such as General Education category), and connections to Course Detail in the Course Catalog are conveniently available in the search results.

A Few Useful Links

There a number of useful web sites with information on semesters and changes to programs, but the sites below contain information that many advisors will find useful:

Office of Academic Affairs Semesters Conversion

Information: http://oaa.osu.edu/semesterconversion.html

Physics: https://physics.osu.edu/semesters_non_major

Chemistry: https://chemistry.osu.edu/undergraduate/chemistry/semesters

Mathematics: <u>http://www.math.osu.edu/semesters;</u> see, in particular, the following information for advisors: <u>http://www.math.osu.edu/files/Math_Transitions_DETAILS_18.pdf</u>

MySwitch: http://myswitch.osu.edu/

Student Financial Aid

General Information on Financial Aid

Under the semester calendar, students will still apply for financial aid by the February priority date and will still receive a financial aid award prior to the beginning of autumn classes. That award will still show students the amounts and types of financial assistance for which they are eligible. The chief difference is that a student's aid will be divided across two semesters, rather than three quarters. (As they are on the quarter calendar, most aid programs will be divided

equally across the terms of enrollment. Programs subject to rules and regulations outside of the control of Ohio State will be divided according the rules of the organization providing the funds.)

Financial aid will continue to be disbursed to students' accounts no earlier than ten days before the first day of classes for each term. Students with more aid than what they owe directly to the university will receive a refund of this overage shortly after the funds have disbursed to their accounts. Refunds, too, will be disbursed only twice: in late August, for autumn semester, and in early January, for spring semester. Students who depend on their refunds to pay for living expenses will need to budget their money to last for about four months.

Financial Aid for Summer 2012

Financial assistance may be available for students attending classes during the summer term. Under the new semesters calendar, however, there are some important changes regarding eligibility for financial aid in a summer term:

- 1. The <u>cost of attendance</u> (the estimated average expenses for the period of enrollment that are used for determining financial aid eligibility) for summer will likely be about 20-30% less than a student's cost of attendance for either autumn or spring semester. Although the amounts used for the Tuition and Fees, and Books and Supplies components of a student's cost of attendance will be the same for summer, the amounts allotted for the Meals and Housing, and Miscellaneous components will be less in the summer than during the autumn or spring. The summer term will last about half as long as autumn and spring semesters, so students will have fewer living expenses during the summer term.
- 2. Aid for the year for students attending summer will be divided across three terms (summer, autumn, and spring), rather than two (autumn and spring). The refund amount could be the same for all three terms, but students should keep in mind that, by the logic of the aid formula, they will only "need" money for living expenses for two months during summer term and about four months during each autumn and spring semester. Careful budgeting will be essential to distributing funds over the entire year.
- 3. The Federal Pell Grant will not be available for spring semester if a student has been enrolled full time during summer term and autumn semester. (Eligibility requirements and amounts for Federal Pell Grants are determined by Congress and the U.S. Department of Education and are subject to change.) A student's annual Federal Pell Grant will be equally divided into two disbursements: for students attending summer term, that means summer term and autumn semester; or summer term and spring semester, if the student does not attend autumn semester.

Satisfactory Academic Progress

Required cumulative GPA and required "completion percentage" will be evaluated for satisfactory academic progress (SAP) annually, at the conclusion of spring semester. Maximum time frame will continue to be monitored each semester, since a student may reach, in any term

during the academic year, the maximum number of hours or the maximum number of terms allowed. The current policy on satisfactory academic progress went into effect autumn quarter 2011 and was developed to work under both the quarter and semester calendars. For further information on the SAP policy, please consult the following link: <u>http://sfa.osu.edu/howtokeepit/index.asp?tab=f</u>

Academic Sessions within Semesters/Terms

On the semester calendar, autumn and spring semesters, and summer term will include multiple sessions for which students can enroll. Although financial aid will be awarded for the academic year on the assumption of full-time enrollment, a student's aid will be disbursed each semester based on the number of credits for which he or she is enrolled for the semester/term. If a student is enrolled in courses during multiple sessions within a semester or a term, fees will be assessed and financial aid disbursed based on the combined credit. If the student drops or adds a class at any point though that semester's or term's financial aid census date, his or her eligibility for aid in that term will be reassessed.

With the implementation of academic sessions, the policies and processes regarding course drops and withdrawals will be similar to the way these actions were handled during previous summer quarters. Some of the main points are listed below, but you can consult "Summer Term Drops and Withdrawals" (http://sfa.osu.edu/howtokeepit/summerdrop.asp) for more information.

The overall consequence of *dropping courses* depends on each of the following

- the amount and type of aid the student has been awarded for the term;
- the number of credits and types of classes the student retains (session-long or term-long);
- the tuition refund period in effect at the time of the hour drop.

Withdrawal from all classes is an academic action that should occur only through a formal meeting with an academic advisor in the student's college office. Whether a student withdraws through that formal process or by dropping all classes without consultation, withdrawal from all classes can result in the reassessment of university charges according to the university's refund policy and in the recalculation of the student's financial aid according to federal and state regulations and institutional policy.

As with dropping a class, the specific financial consequences of withdrawing depend on several factors:

- the amount and type of financial aid the student has been awarded for the term;
- the amount of initial charges, as well as adjusted charges;
- the point in the term at which the student withdrew (including the refund period in effect).

As a result of dropping or completely withdrawing from courses, a student could owe additional money to the university (money which would be due immediately), or could have additional

funds returned to her or him from the university. In some cases, a student could have aid adjusted for future terms.

Terms of Eligibility

Students receiving one of the following scholarships and/or need-based financial aid grants are eligible to receive that aid for a maximum number of quarters:

| Programs that award a maximum |
|---|
| if 12 quarters of eligibility |
| Freshman Foundation Program (FFP) (for |
| those student awarded beginning 2011-12) |
| Presidential |
| Medalist |
| Distinguished |
| OSU National Merit, Achievement, and Hispanic |
| Maximus |
| Provost |
| Trustees |
| National Buckeye |
| Distinction |
| Prominence |
| Excellence |
| Land Grant |
| Scarlet and Gray |

| Programs that award a maximum |
|---|
| of 15 quarters of eligibility |
| Freshman Foundation Program (FFP) (for |
| those student awarded prior to 2011-12) |
| Young Scholars Program (YSP) |

The following chart will help to convert remaining *quarters* of eligibility to remaining semesters of eligibility for students receiving OSU merit and/or need-based financial aid:

| Quarters remaining ¹ | Semesters remaining |
|---------------------------------|---------------------|
| 15 | 10 |
| 14 | 10 |
| 13 | 9 |
| 12 | 8 |
| 11 | 8 |
| 10 | 7 |
| 9 | 6 |
| 8 | 6 |
| 7 | 5 |
| 6 | 4 |
| 5 | 4 |
| 4 | 3 |
| 3 | 2 |
| 2 | 2 |
| 1 | 1 |
| 0 | 0 |

¹As of the end of Spring Quarter 2012. Since you are trying to determine how many semesters of eligibility a student will have remaining once we have converted to semesters, it is extremely important to start with the accurate number of quarters of eligibility remaining—a number that includes all quarters used though the end of the 2011-12 academic year.

Student Health Insurance: Annual Coverage Model within the Semesters Calendar

Coverage Periods

For most students, the plan year will consist of two coverage periods: autumn and springsummer. The autumn coverage period will continue to begin one week prior to the start of autumn semester, to accommodate early arrival to campus. The spring-summer coverage period will begin the first day of spring semester and will automatically include coverage through the summer term at no additional charge. This includes coverage for students who graduate at the end of spring semester. The summer coverage period will be available for new students enrolled in courses for summer term. This coverage period will include May and Summer Sessions.

Coverage Periods/Fees for the Comprehensive SHI Plan for the 2012-13 Plan Year All Students:

| Coverage Period | Coverage Begins | Coverage Ends | Fee Example |
|--------------------|-----------------|-----------------|------------------------------|
| Autumn 2012 | August 15, 2012 | January 6, 2012 | \$1,150 (see NOTICE) |
| Spring-Summer 2013 | January 7, 2013 | August 13, 2013 | \$1,150 (see NOTICE) |
| Summer 2013 | May 6, 2013 | August 13, 2013 | \$575 (see NOTICE) |
| (for new students | | | |
| only) | | | |

NOTICE: The dates shown in the table above are based on the academic calendar and are subject to change. The fee amounts in the table are shown for illustration only and are not approved.

Interim Coverage

A one-month extension of a coverage period's effective date will continue to be offered for firsttime students enrolled in select programs of study, as well as for students in the Graduate School and international students. Coverage dates have yet to be determined.

Rates

The premium charge for autumn and spring-summer coverage periods will be equal amounts. The premium is calculated based on the annualized premium cost divided by two. The premium for the summer coverage period will be reduced to reflect the shortened coverage period.

Continuation of Coverage

Effective autumn 2012, the automatic availability of off-term coverage will be discontinued. Subject to a petition process, a one-time extension of coverage will be available to the following persons:

- Students who become ineligible due to a qualifying medical condition (two consecutive coverage periods maximum);
- Students who withdraw from the university before the second Friday of the term (one coverage period maximum);
- Students on an approved leave of absence (two consecutive coverage periods maximum);
- Students who graduate at the end of summer or autumn semester (three-month coverage period only).

Students who have a break in enrollment from the university due to non-medical reasons and are not on an approved leave of absence will need to purchase coverage directly through a private insurance carrier.

Please see the Student Health Insurance web site (<u>www.shi.osu.edu</u>) for updates, or contact the Student Health Insurance department at <u>shi_info@osu.edu</u>, (614) 688-7979, with questions.

Appendix 1

PERPETUAL CALENDAR DATES

| <u>Calendar</u> (Start Day) (Leap Year?) | <u>Academic</u> <u>Years</u> | <u>Autumn Sem</u> <u>Start Date</u> (After 2-wk break) (Wed) | <u>Autumn Sem</u> <u>Cmct</u> (No later than 12.21) (Sun) | <u>Academic</u> <u>Years</u> | <u>Spring Sem</u> <u>Start Date</u> (No earlier than 1.7) (Mon) | <u>Spring</u> <u>Break</u> (M-F) | <u>Spring Sem</u> <u>Commence-</u> <u>ment</u> (Sun) | <u>End May</u> <u>Short Term</u> (4-wk Term) (Fri) | <u>Summer</u> <u>Session</u> <u>Start Date</u> (After 1-wk break) (Mon) | <u>Summer</u> <u>Session</u> <u>Cmct</u> (Sun) |
|--|-------------------------------------|--|---|--|---|--|---|--|--|---|
| 0-Sun: Non-Leap | 2017-2018 2023-2024 2034-2035 | 8/23 | 12/17 | 2016-2017 2022-2023 2033-2034 | 1/9 | 3/13-3/17 | 5/7 | 6/2 | 6/12 | 8/6 |
| 1-Mon: Non-Leap | 2018-2019 2029-2030 2035-2036 | 8/22 | 12/16 | 2017-2018 2028-2029 2034-2035 | 1/8 | 3/12-3/16 | 5/6 | 6/1 | 6/11 | 8/5 |
| 2-Tues: Non-Leap | 2013-2014 2019-2020 2030-2031 | 8/21 | 12/15 | 2012-2013 2018-2019 2029-2030 | 1/7 | 3/11-3/15 | 5/5 | 5/31 | 6/10 | 8/4 |
| 3-Wed: Non-Leap | 2014-2015 2025-2026 2031-2032 | 8/27 | 12/21 | 2013-2014 2024-2025 2030-2031 | 1/13 | 3/17-3/21 | 5/11 | 6/6 | 6/16 | 8/10 |
| 4-Thurs: Non-Leap | 2015-2016 2026-2027 2037-2038 | | 12/20 | 2014-2015 2025-2026 2036-2037 | 1/12 | 3/16-3/20 | 5/10 | 6/5 | 6/15 | 8/9 |
| 5-Fri: Non-Leap | 2021-2022 2027-2028 2038-2039 | 8/25 | 12/19 | 2020-2021 2026-2027 2037-2038 | 1/11 | 3/15-3/19 | 5/9 | 6/4 | 6/14 | 8/8 |
| 6-Sat: Non-Leap | 2022-2023 2033-2034 2039-2040 | 8/24 | 12/18 | 2021-2022 2032-2033 2038-2039 | 1/10 | 3/14-3/18 | 5/8 | 6/3 | 6/13 | 8/7 |
| 7-Sun: Leap | 2012-2013 2040-2041 | 8/22 | 12/16 | 2011-2012 2039-2040 | 1/9 | 3/12-3/16 | 5/6 | 6/1 | 6/11 | 8/5 |
| 8-Mon: Leap | 2024-2025 | 8/21 | 12/15 | 2023-2024 | 1/8 | 3/11-3/15 | 5/5 | 5/31 | 6/10 | 8/4 |
| 9-Tues: Leap | 2036-2037 | 8/27* | 12/21 | 2035-2036 | 1/7 | 3/10-3/14 | 5/4 | 5/30 | 6/9 | 8/3 |
| 10-Wed: Leap | 2020-2021 | 8/26 | 12/20 | 2019-2020 | 1/13 | 3/16-3/20 | 5/10 | 6/5 | 6/15 | 8/9 |
| 11-Thurs: Leap | 2032-2033 | 8/25 | 12/19 | 2031-2032 | 1/12 | 3/15-3/19 | 5/9 | 6/4 | 6/14 | 8/8 |
| 12-Fri: Leap | 2016-2017 | 8/24 | 12/18 | 2015-2016 | 1/11 | 3/14-3/18 | 5/8 | 6/3 | 6/13 | 8/7 |
| 13-Sat: Leap | 2028-2029 | 8/23 | 12/17 | 2027-2028 | 1/10 | 3/13-3/17 | 5/7 | 6/2 | 6/12 | 8/6 |

Changes to Subject Codes

| Subject | Descrshort | Descr | New code |
|----------|------------|--------------------------------|----------|
| AGSYSMGT | AGSYSMGT | Agricultural Systems Mgmt | AGSYSMT |
| AVIATION | AVIATION | Aviation | AVIATN |
| CLASSICS | CLASSICS | Classics | CLAS |
| CONSYSMT | CONSYSMT | Construction Systems Mgmt | CONSYSM |
| CSCFMFNS | CSCnFmFnSr | Consumer Sci: Con&Fam Fin Serv | CSCFFS |
| CSFSNRTS | CSFshnRtlS | Consumer Sci: Fashion & Retail | CSFRST |
| EARTHSCI | EARTHSCI | Earth Sciences | EARTHSC |
| ENGINEER | ENGINEER | Engineering | ENGR |
| ENTOMOL | ENTOMOL | Entomology | ENTMLGY |
| GEORGIAN | GEORGIAN | Georgian | GEORGN |
| GEODSCIM | GEODSCIM | Geodetic Sciences MPS | GEOSCIM |
| HUNGARIN | HUNGARIN | Hungarian | HUNGRN |
| JAPANESE | JAPANESE | Japanese | JAPANSE |
| LINGUIST | LINGUIST | Linguistics | LING |
| MEDIEVAL | MEDIEVAL | Medieval & Renaissance Studies | MEDREN |
| MICRBIOL | MICRBIOL | Microbiology | MICRBIO |
| MOLBIOCH | MOLBIOCH | Molecular and Cellular Biochem | MOLBIOC |
| PHARMCOL | PHARMCOL | Pharmacology | PHARMCL |
| PHARMACY | PHARMACY | Pharmacy | PHR |
| PHYSIOCB | PHYSIOCB | Physiology and Cell Biology | PHYSIO |
| PORTGESE | PORTGESE | Portuguese | PORTGSE |
| RADIOLGY | RADIOLGY | Radiology | RADIOLG |
| RESPTHER | RESPTHER | Respiratory Therapy | RESPTHR |
| ROMANIAN | ROMANIAN | Romanian | ROMANIA |
| SANSKRIT | SANSKRIT | Sanskrit | SANSKRT |
| SCANDNAV | SCANDNAV | Scandinavian | SCANDVN |
| SCHOLARS | SCHOLARS | Scholars,University | SCHOLAR |

Major Changes for Semesters

UAGR

Changed Majors:

- Ag Extension Teacher Education changing to Agriscience Education
- Ag Extension Leadership changing to Community Leadership
- Animal Sciences: Animal Biosciences, Animal Industries and Vet Tech tracks
- Food Science and Nutrition to Food Science and technology

New Majors:

- Culinary Science (completion program)
- Meat Science
- Plant Pathology
- Sustainable Plant Systems
 - Agronomy, Horticulture, Landscape Design Mgmt, Turfgrass Science

Discontinued Majors (now tracks under Sustainable Plant Systems):

- Crop Science
- Landscape Horticulture
- Turfgrass Science

UAHR

No changes

UHRS (formerly UAMP)

No changes

UART

New Major:

• Arts Management

UBUS

Changed Majors:

- Aviation is now 'special' major: Aviation
- Finance has 3 subplans: Investment, Corporate Management and Risk Management
- Risk Management & Insurance will be Insurance

UDHY

No changes

UEHE

Changed Majors:

- Move to UG licensure, see new majors
- Sports and Leisure Studies: Sports Leadership & Humanities is now Sports Industry
- HDFS Early Childhood and Middle Childhood discontinued - will become Early and Middle Childhood Studies (non-licensure), also see new majors with UG licensure

New Majors:

- Health Promotion, Nutrition & Exercise Science
- Human Development and Family Science: Development & Prevention Science specialization

New Majors with UG licensure:

- Early Childhood Education
- Foreign Language Education
- Integrated Language Arts Education
- Middle Childhood Education
- Physical Education
- Science and Mathematics Education
- (Special Education—has been licensure)

• Teaching English to Speakers of Other Languages

Discontinued Majors:

- Technical Education: Career & Technical Education
- Human Nutrition: Nutrition & Community Health

UENG

Discontinued Majors:

• Geomatics Engineering

Continued on next page

UENR

Changed Majors:

- Environmental Science includes-
 - Ecosystem Restoration (new)
 - Env. Molecular Sciences (new)
 - Env. Science Education (new)
 - Soil Resources & Env.
 Sustainability (renamed)
 - Water Science
- Forestry, Fisheries and Wildlife
 - Fisheries and Aquatic Sciences (renamed)
 - Wildlife & Fisheries Sci
 - Forest Ecosys Science & Mgmt.
 - Forestry & Wildlife
 - Urban Forestry & Wildlife
 - Wildlife & Pre-Vet
 - Wildlife Science
- Environmental Policy & Decision Making (renamed)
 - Climate Change (new)
 - International Issues (new)
 - Water Conservation (new)
- Natural Resource Management (renamed)

- Natural Resource Admin & Mgmt (new specialization)
- Parks & Rec (new specialization)
- Sustainable Agriculture (new specialization)

Discontinued Majors:

 Human Dimensions Natural Resources

UHUM

New Majors:

- Religious Studies
- Romance Studies
- Sexuality Studies (new AU11)

UJGS

No changes

UNMS

Changed Majors:

- Evolution & Ecology, Molecular Genetics and Physics only offer BS (no BA)
- Geological Sciences is now Earth Sciences
- Plant, Cellular and Molecular Biology will be a track under MOL GEN

Discontinued Majors:

• Entomology officially moves to FAES SU12

UNUR

No changes

UPHR

No changes

Pub Health

New major:

- Public Health
 - Sociology
 - Environmental

USBS

New Major:

- Neuroscience
- Atmospheric Sciences
- Geographic Information Science

Discontinued Major:

• Aviation

USWK

No Changes