

	FGCU POLICY 4.016	Responsible Unit: Student Success and Enrollment Management; Academic Affairs
	Timely Graduation of Undergraduate Students	

A. POLICY STATEMENT

Florida Gulf Coast University (FGCU) is committed to student success and supports the development of policies and processes that are student centered and ensure timely graduation of Undergraduate Students. The University will utilize faculty and academic support services to promote student success and timely graduation. Students will take responsibility for their success by learning about degree requirements as listed in the University’s catalog, reviewing personal degree audits at least once a semester, and meeting with academic advisors to review progress to degree.

B. REASON FOR POLICY

As noted in section 1009.286, Florida Statutes, it is the intent of the Florida Legislature, through an excess hour surcharge, to encourage each undergraduate student who enrolls in a state university to complete a baccalaureate degree program in the most efficient way possible.

Section 1001.92, Florida Statutes, describes incentives to be awarded to the state universities using performance-based metrics adopted by the Board of Governors (BOG). These metrics include graduation rates, retention rates, and degree production.

C. APPLICABILITY AND/OR ACCOUNTABILITY

This Policy applies to all Full-time, Degree-Seeking Undergraduate Students.

D. DEFINITION OF TERMS

Full-time, Degree-Seeking Undergraduate Student: A student pursuing a baccalaureate degree at FGCU, is enrolled in twelve (12) or more credit hours, and has been admitted to an undergraduate degree program.

E. PROCEDURES

1. The University shall implement a process for notifying students regarding the provisions of section 1009.286, Florida Statutes, which addresses additional student payment for hours exceeding baccalaureate degree program completion requirements at state universities.

- a. Notice will be provided at the time of initial enrollment at FGCU and again when a student has earned the credit hours to complete the baccalaureate degree program in which the student is enrolled.
 - b. A final notice will include a notification that students who intend to earn credit hours at FGCU in excess of the hours required for a bachelor's degree are required to meet with an academic advisor.
2. The University shall implement additional processes to ensure timely graduation. These processes will include, but are not limited to, the following:
- a. For first-time-in-college (FTIC) students, declaration of a degree major is encouraged no later than the end of the second semester of attendance. University-wide academic advising services and career development services are in place to support students in making timely decisions.
 - b. For undergraduate transfer students, declaration of a degree major is required at admission.
 - c. The dissemination of curriculum maps and access to a degree audit demonstrating how students can complete baccalaureate degree program requirements in four (4) years (eight (8) semesters) for programs 120 hours in length. Programs of greater length may include additional semesters as required.
 - d. Access to advisement tools to ensure that students who wish to pursue minors, additional majors, or change of majors do so in a manner that does not jeopardize timely graduation or result in excess hours.
 - e. Processes to ensure that students who have completed degree requirements understand how and apply for graduation. The University reserves the right to award the degree on a case-by-case basis.
 - f. Timely communication to students that includes, but it is not limited to, information about dates, deadlines, processes, procedures, registration deadlines, etc. that impact timely graduation.
 - g. A plan for continuous and regular review of policies, procedures, and rules that impact student's ability to graduate in a timely manner.

Related Information

Section 1001.92, Florida Statutes

Section 1009.286, Florida Statutes

BOG Regulation 2.002, University Work Plans and Annual Reports

Authority

BOG Regulation 1.001, University Board of Trustees Powers and Duties

History of Policy

New 04/19/21

APPROVED

*s/Michael V. Martin
Michael V. Martin, President

April 19, 2021
Date