

# UNIVERSITY OF WISCONSIN – SUPERIOR

Policy Subject: **General Education Requirements (Core Complete Prior to 60 Earned Credits) (number AP1306)**  
Cabinet Division: **Registrar's Office (Enrollment Management)**  
Date Created: 5/21/13 (approved by Faculty Senate)

## I. Background and Purpose

- 1.1 Presently we do not monitor that students have completed the Core General Education requirements prior to earning 60 credits as our policy states. No holds are placed on student records for those who do not meet this requirement.

Presently the policy only refers to new Freshmen—not to new transferring students.

## II. No constraints

- 2.1 No constraints

## III. Definitions

- 3.1 Core General Education consists of WRIT 101 & 102, COMM 110, MATH/CSCI specific courses, and HHP 102.

## IV. Policy Statements

- 3.1 General Education requirements are set for each catalog. Students should ensure they are meeting the correct General Education requirements by either reading the requirements on their Advising Report, or reviewing the General Education requirements sheet listed under the Forms link on the Registrar's website.
- 3.2 The General Education requirements below do not necessarily meet the [Department of Public Instruction](#) requirements for Teacher Education certification. Check the [Teacher Education program requirements](#) for details.
- 3.3 Courses that satisfy a General Education requirement and are required as a part of a major and/or minor can be used to fulfill the General Education and major/minor requirements.
- 3.4 All students entering UW-Superior new freshmen or transfer must complete the Core General Education Requirements of WRIT 101 and 102, COMM 110, HHP 102 and their choice of MATH or CSCI among their first 60 credits. Failure to complete these courses within two semesters of initial enrollment will result in a hold being placed on the student's record that will prevent him/her from enrolling for a future term. Students who have a Gen-Ed hold will be required to meet with their advisor to have the hold removed and to enroll in the required General Education course(s).

## V. Policy Procedures

- 4.1 The Advising Center will run a query after 10<sup>th</sup> day of each term to find students who have enrolled for their third term, but have not completed all the Core courses.
- 4.2 The Advising Center will place a hold on the students who have enrolled for their third term, but have not yet completed all the Core requirements.
- 4.3 The Advising Center will email both the students, and the advisors of students who have enrolled for their third term, but have not yet completed the all the Core requirements. This email will inform the student (and the student's advisor) this hold has been placed and to have the hold removed, the student must meet with his/her academic advisor.
- 4.4 The advisor meets with the student, removes the Gen-Ed hold and ensures the student does enroll in Core courses not yet completed.

## VI. Compliance

- 6.1 Approved by: UAAC (4/23/13), Faculty Senate (5/21/13) and Chancellor Wachter (06/01/13)
- 6.2 No consequences.
- 6.3 Faculty, Department Chairs and Enrollment Management staff are aware of this policy change.

## VII. Attachments

- 7.1 No attachments