## **Policies and Procedures**

#### **OVERVIEW**

It is a CUNY policy that each student is solely responsible for keeping informed of all various academic policies and requirements. A brief summary of some of the College's academic policies is offered here.

- Universal Immunization Requirement for First-Time Students
- Program Load
- Choosing Classes
- Honors Courses

#### Independent Study Courses

- The Marxe School of Public and International Affairs
- Zicklin School of Business
- Weissman School of Arts and Sciences
- Taking a Course at Another College
- · Family Educational Rights and Privacy Act (FERPA)

## **Choosing Your Program of Study**

- The Major
- Liberal Arts Minor
- Business Minor for Non-Business Major

## **Understanding Your Grades and Transcript**

Letter Grades and Grade Point Equivalents

#### **Academic Honors**

- The Dean's List
- Graduation with Latin Honors
- Business Honors
- College Honors
- Departmental Honors (Honors Thesis)

#### **Code of Conduct**

Academic Integrity

### **Required Tests**

• Entering the College and College Readiness: Skills Assessment Testing Program

## **Scholastic Performance Requirements**

- Class Attendance
- Maintaining an Acceptable Grade Point Average
- Full-Time Undergraduate Student in Good Standing
- Computing the Grade Point Average
- Changing a Grade/Extra Credit
- Your GPA and Credits Earned at Another College
- Academic Probation

- Rate-of-Progress Probation and Dismissal Policies
  Repeating Courses
  Withdrawal
  Scholastic Performance Requirements

- - Zicklin School of Business Weissman School of Arts and Sciences
  - Marxe School of Public and International Affairs

## **Graduation**

# **Official Transcripts**