



## Academic Information and Policies

Regulations applicable to both Stern College for Women and Sy Syms School of Business are given here; those pertaining to a particular school are found in that school's section of this catalog.

### **CHANGES IN REGULATIONS**

The university reserves the right to change tuition, fees, course offerings, regulations, and admission and graduation requirements at any time without prior notice. Students shouldrHowever,

enrolled provided that no

### **ATTENDANCE**

At the start of the semester, each student must report in person to each of her instructors to learn the specific attendance, examination, and other requirements of each course. A student who does not meet these requirements may be dropped from a course.

A record of the student's attendance in each class is kept by the instructor. In performance courses (such as laboratory, public speaking, music, language, and





A, A-	Excellent
B+, B, B-	Good
C+, C, C-	Fair
D+, D, D-	Poor
F	Failure
N	No credit
P	Pass

**Administrative Grades**

G	Stopped attending without filing an official withdrawal form (counted as failure)
I	Incomplete
L	Audit (no credit)

W



A Sy Syms School student must achieve a C- or better in all Business Core, major and minor courses. A course may not be taken if the student has received below a C- in the prerequisite course. The student must repeat this course or an acceptable substitution. All grades remain on the record and count in the cumulative GPA.

Credits earned in the S. Daniel Abraham Israel Program are listed on the Stern College BA, or Sy Syms School BS, transcript as a total number of credits without a grade. Individual courses, grades, and credits taken in the S. Daniel Abraham Israel Program are listed on a separate record.

### **DEAN'S LIST**

Each academic year, undergraduate students who are full-time for the fall and spring semesters who have achieved an academic grade point average for the year of at least 3.500 are included on the Dean's List, which is noted with an entry on the student's transcript.

Initial determination of Dean's List eligibility for the previous academic year takes place in mid-July. Students with unresolved incomplete grades are not evaluated. If all of a student's incomplete grades are resolved by the end of September, the student will be evaluated and, if the criteria are met, placed on the Dean's List. After this no additional students will be added to the Dean's List for the previous academic year.

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## **ACADEMIC PROBATION AND DISMISSAL**

Students who, in any semester, fail to achieve an average of at least 2.0 or accrue the required credits above may be placed on academic probation.

Probation serves as a serious warning to students whose records are unsatisfactory and is intended to help them achieve the necessary improvement.

Restrictions or conditions may be imposed upon students on probation in the following areas: programs, employment, extracurricular activities, intercollegiate athletics, and financial assistance.

Students not meeting the standards become ineligible for New York State aid, but a one-time waiver for one semester may be granted by the appropriate academic standards committee if failure is due to extraordinary circumstances.

Students whose semester or cumulative average falls below 2.0 two semesters in succession or three semesters non-consecutively, or who fail all their courses in a semester, may be dismissed from the school without further notice.

### **Appeals procedure:**

If there are mitigating circumstances, students may appeal dismissal in writing to their school's Academic Standards Committee. The appeal must be made before the following semester begins. The committee may allow the student to continue on probation under certain conditions and restrictions. Decisions are communicated in writing to the student, the Office of the Dean, the Office of the Registrar, the Office of Student Finance, and the Office of Student Affairs.

## **DISCIPLINARY PROBATION AND DISMISSAL**

Yeshiva University expects its students to exhibit high qualities of character as well as academic ability. Every student is expected to adhere to the ideals represented by the university and to show seriousness of purpose, intellectual dedication, and respect for the views and convictions of others. A student's continuance on the rolls of the university; the receipt of academic credits, honors, and awards; graduation; and the conferring of any degree, diploma, or certificate upon the student are entirely subject to the disciplinary powers of the university and to the student maintaining high standards of ethical and academic conduct. A student may be placed on probation or dismissed by the university at any time for infringement of these standards.

## **ACADEMIC INTEGRITY POLICIES**

The submission by a student of any examination, course assignment, or degree requirement is assumed to guarantee that the thoughts and expressions therein not expressly credited to another are literally the student's own. Evidence to the

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student was dismissed (not to the Admissions Office). The application should state the reasons for readmission and include a statement of steps the student has taken or changes he/she has made to merit readmission. Any readmission may require conditions of probation and/or academic or other counseling.

### **Other Violations of Academic Integrity on Assignments**

In addition to plagiarism, other examples of academic integrity violations include, but are not limited to:

- Assisting or attempting to assist another student in an act of academic dishonesty.
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- The appropriate faculty sponsor, area head, and Associate Dean for Undergraduate Programs consider each application and must approve it before work begins.

### **DIRECTED STUDY**

Under special circumstances, students who are in need of a course listed in the catalog but not currently offered are permitted to take the course they need by directed study. Approval is granted on an individual basis as follows:

- Except under the most unusual circumstances, a student may take only one directed study course per semester.
- The student must be a senior or, with special permission, a junior, with a minimum average of 2.500.
- The student must work under the supervision of a faculty sponsor.
- Directed study may, in exceptional cases, be done during the summer.





Applied Science, Columbia's Department of Rehabilitation Medicine Occupational Therapy Program, NYU College of Nursing, New York College of Podiatric Medicine, SUNY State College of Optometry, the Graduate Program in Physician Assistant Studies at Mercy College, Physical Therapy with New York Medical College Graduate School of Health Sciences and the University of Medicine and Dentistry of New Jersey Physical Therapy program, the State University of New York at Stony Brook College of Engineering and Applied Sciences. Further information is available in the Office of the Dean.

### **GRADUATE COURSES**

Seniors not participating in a joint degree program may be permitted to take graduate courses at YU for undergraduate credit. The Undergraduate Request for Permission to take a Graduate Course Form, available in the Office of the Registrar, gives full information on obtaining approvals for such courses. Graduate credit will not be granted retroactively, even if the graduate course is not needed to fulfill requirements for the undergraduate degree.

### **LEAVES OF ABSENCE**

Prior to the start of a semester students who intend to absent themselves from the university for a semester or more and then return at a future time must file a Leave of Absence Form. If they do not obtain such a leave, readmission may be denied.

Leaves of absence are granted for a maximum of two semesters. Students planning to attend another institution should file the Request for Outside Course Form prior to enrollment in the other institution.

Students enrolled in joint or combined degree programs at institutions outside Yeshiva University, and who are not registered for any courses at Yeshiva University, must file a Request for Maintenance of Matriculation form to maintain matriculation at Yeshiva University until their degree requirements are completed.



The issuance of transcripts, and generally the release of any information about a student, is subject to the provisions of the federal Family Educational Rights and Privacy Act of 1974. Yeshiva University has adopted regulations to implement the act. A copy of these regulations is available upon written request, accompanied by a self-addressed stamped envelope, to the Office of the Registrar.

No official transcript will be issued for a student unless the student's financial record with the University is completely clear.

Official records of students are sent only in the form of a complete transcript. No partial





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adequate contact with the school and its faculty. Residence credit is distinguished from transfer credit, i.e., credit for courses taken at another institution.

- **Seminar** A course pursued by a small group of students with a professor, with each