Academic program
Also known as a degree program. The structured course list and graduation requirements offered by a unit of the faculty. The faculty unit is also sometimes called a program (as in the Social Work Program); other names are 'department' and 'school.'

Academic warning
Notice sent to an undergraduate student whose grade-point average falls below 2.0 in his or her first quarter in attendance at the University. If a cumulative grade-point average of at least 2.0 is not achieved by the end of the next quarter in attendance, the student is placed on probation.

Access Program
Allows Washington residents 60 years of age or older to audit certain courses on a space-available basis. Learn more about the Access Program.

Add/Drop
Through the first week of a quarter students may make changes in their schedules by adding and/or dropping courses without a fee. Fees for registration changes are assessed beginning the sixth day of instruction.

Adviser
A faculty member or designated staff member who assists students in planning their studies and selecting courses so that they may be successful in completing their degrees.

Associate degree
Generally comes in three varieties: A.A. (Associate of Arts), A.A.S. (Associate of Arts & Sciences) and A.S. (Associate of Science). This degree is awarded by community colleges to students who have completed a specified, two-year course of academic studies.

Audit
To "audit" a class is to attend simply in order to listen to lectures without participating in class discussion or assignments and without earning credit. Auditors must be admitted as nonmatriculated students and must pay regular fees.

Baccalaureate degree
Also known as the B.A. (Bachelor of Arts) or B.S. (Bachelor of Science) degree. This degree is awarded by colleges and universities to students who have completed a specified, four-year course of academic studies.
College-level
Courses or studies in which the content is understood to be above the high school level of study. In public colleges and universities in Washington courses numbered 100 or above are normally accepted in transfer as college-level courses. An important exception at the University of Washington is Intermediate Algebra, often designated Mathematics 101, which the University considers to be equivalent to high school algebra.

Commencement
The formal ceremony celebrating graduation/completion of a degree program. Held at the end of Spring Quarter for all students who have graduated during that academic year.

Concentration
A component or division of an academic program offering specialized or focused study of some aspects of the subjects included in the program. For example, the "American Studies" concentration within the Interdisciplinary Arts and Sciences Program.

Continuing student/Continuous enrollment
A student who is continuously enrolled and earns course grades in consecutive quarters, excluding summer quarters.

Counselor
A professional staff member trained in counseling or psychology available to help students with educational, academic or career concerns.

Credit/Credit hour
The numerical value assigned to a certain amount of academic work in a course. Usually one credit is allowed for a total of three hours of effort per week over the course of a quarter, including time spent in class and on work outside of class. In lecture/discussion classes one credit is allowed for each instructional hour spent per week, with the understanding that a student will spend two hours per week on work outside of class for each instructional hour.

Credit/no-credit courses (CR/NC)
Courses may be designated for grading on a credit/no-credit basis in which case no actual grade is given. Students either pass (receive credit) or fail (receive no credit). For such courses, the instructor submits a grade of CR or NC to be recorded on the student’s transcript. Courses that are graded this way are marked in the class schedule.

Curriculum
The structured list of courses making up an academic program; or all the courses offered at a college or university.
**Dismissal**
Term referring to the disenrollment of a student by the University; the most common example is dismissal for low scholarship. A student who has been placed on academic probation must earn at least a 2.5 grade-point average for each succeeding quarter until the cumulative grade-point average is raised to 2.0. Any student on probation who fails to meet this standard will be dismissed (or dropped) for low scholarship.

**Distribution requirement**
Graduation requirement specifying that students must complete a certain number of courses distributed across the academic fields outside the major program, in order to develop breadth of knowledge and appreciation for subjects different in content and methods from the major field of study. At the Tacoma campus students are expected to have completed their distributed studies prior to entering their program.

**Electives**
Courses that students choose to take in addition to courses required for graduation. Some electives are usually necessary to complete the total number of credits required for the degree.

**Emphasis (or Focus)**
A designated set of courses within an academic program, selected for their contribution to concentrated study of a limited subject area. For example, African American Studies is an emphasis or focus within the broader area of American Studies.

**FAFSA**
The Free Application for Federal Student Aid. A form required for students to be considered for financial aid. UW Tacoma’s priority deadline for completing the FAFSA is February 28.

**Financial aid**
Monetary assistance made available to students, based on financial need, from diverse governmental and private sources; administered by the Office of Financial Aid at the University's Seattle campus.

**Full-time student**
To be classified as a full-time student by the University of Washington Tacoma an undergraduate student must register for and complete at least 12 credits per quarter. A graduate student must register for and complete at least 10 credits per quarter. Financial aid and tuition rates do not necessarily correspond to the above credit requirements.
General education requirements
Graduation requirements designed to ensure that students develop a general fund of knowledge and skills beyond the particular or specialized knowledge gained in the major program. Sometimes used as a synonym for distribution requirements.

General University Requirements (GURs)
Graduation requirements that must be satisfied by all university students regardless of their academic program.

Grade points
The numerical value of a grade (such as 3.8 or 2.5) multiplied by the number of credit hours earned in a course. For example, a student who earns a 3.3 (or B+) in a five-credit course earns 16.5 grade points for that course.

Grade point average (GPA)
A value calculated as a measure of a student's average quality of academic performance over a number of courses. A student who earned a total of 50 grade points for three five-credit classes has a GPA of 3.33 (50 divided by 15 credits). Called the cumulative grade-point average when averaged over all the courses completed at the University.

Graduate Courses
Graduate courses are intended for, and usually restricted to; either students enrolled in a graduate degree program or graduate non-matriculated students, and are given course numbers from 500 through 800.

Graduate Nonmatriculated (GNM)
Graduate Nonmatriculated is a student status designed to provide access to graduate courses for qualified postbaccalaureate individuals who are not at the present time seeking a graduate degree but who may later want to apply these credits toward a degree. All applicants must be evaluated by the graduate unit in which they seek this status and be judged qualified to do graduate level work in the courses to which they seek entry. A maximum of 12 credits earned in GNM status or any combination of GNM and transfer credits may be applied toward a graduate degree. More about GNM status

Graduation requirements
All the requirements which must be fulfilled for a student to be awarded a degree, including the general university requirements, the general education (proficiency and distribution) requirements, and the major requirements.

GRE
The Graduate Record Examination is a standardized test that assesses student ability in analytical, quantitative and verbal areas.

DOSA Doc
Created 9/8/09
GMAT
The Graduate Management Admission Test is a standardized test similar to the GRE that is administered for students wishing to pursue an application to a Master of Business Administration.

High scholarship
Honor awarded on a quarterly or yearly basis to students who earn at least a 3.5 grade-point average while enrolled for twelve credits or more.

Instructional hour (or class hour)
The unit of instructional time, amounting to 50 minutes traditionally. At the Tacoma campus courses are scheduled in longer time blocks that are multiples of the class hour.

Load
The total number of credit hours a student takes in one quarter. Also called course load or academic load.

Low Scholarship
Status of graduate students who do not maintain a cumulative grade point average of 3.0 or whose quarterly grade point average falls below 3.0.
Lower division
The freshman and sophomore level, or first two years, of college courses.

Major
The academic program which a student selects for his or her primary focus of study.

Matriculated
Enrollment status for students who are officially working on the completion of a degree.

MyUW
A personal web portal each student can customize that contains the UWT information most frequently used in one convenient site, including course schedule, financial aid information and grades. Students register for classes from their MyUW page.
Nonmatriculated
Enrollment status for students who are not officially working on the completion of a
degree. At the Tacoma campus nonmatriculated students are those who have not been
admitted to a degree program, have been admitted on a trial or probationary basis, or have
been permitted to register in selected courses with no assurance of continuing enrollment.
Normally this status is available only when the academic programs are not fully enrolled
with matriculated students.

Plagiarism
Plagiarism is the use of the creations, ideas or words of someone else without formally
acknowledging the author or source through appropriate use of quotation marks,
references, and the like. Plagiarizing is stealing someone's work and presenting it as one's
own original work or thought. Student work in which plagiarism occurs will not be
accepted as satisfactory by the instructor, and may lead to disciplinary action against the
student submitting it. Any student who is uncertain whether his or her use of the work of
others constitutes plagiarism should consult the course instructor for guidance before
formally submitting the coursework involved.

Postbaccalaureate
Enrollment status for students who have already completed at least one bachelor's degree
and wish to complete another degree or some advanced study.

Pre-major
Students wishing to register for UWT courses in a quarter other than the quarter in which
their desired program regularly admits (e.g. Business or Nursing) may request approval
from that program to transfer as a pre-major student on a space-available basis. Pre-major
is a matriculated status.

Pre-professional
Enrollment status for a student taking supporting courses for an academic program in a
quarter preceding the beginning quarter of the program. This status is open only if space is
available within Tacoma campus enrollment limitations. Pre-professional is a matriculated
status.

Prerequisite
Specified courses or other conditions which must be completed prior to enrolling in certain
courses or programs.

Priority Date
Applications submitted by the published priority application date will be given first
consideration during the review and selection process.

DOSA Doc
Created 9/8/09
Probation
Official status of any undergraduate student whose cumulative grade-point average has fallen below 2.0 at the end of any quarter (except the first quarter in attendance). Students on probation who fail to earn a grade-point average of at least 2.5 each quarter until their cumulative grade-point average is raised to 2.0 are subject to dismissal.

Proficiency requirement
Requirement that students develop certain academic skills, such as writing, quantitative reasoning, oral presentation and team work. Such a requirement specifies courses that must be completed or projects or other kinds of work that must be accomplished to demonstrate proficiency.

Reinstatement
Re-admission of a student who has been dismissed for low scholarship. Reinstatement is granted only at the discretion of the Chancellor or the Director who is responsible for the student’s academic program.

Required course
A course that is needed to complete a degree program.

Returning student
A student who has not registered for more than one quarter (excluding summer quarter) and returns to continue his or her studies. Returning students must submit the appropriate application form in order to be readmitted.

Satisfactory progress
A requirement that students complete courses toward their degree at a specified rate of progress. At the Tacoma campus, undergraduate students must complete a minimum of 18 credits per calendar year, and must complete their degree before exceeding 30 credits over the minimum required for the degree.

Schedule line number (SLN)
The number by which courses are identified in the quarterly schedule of classes. Used for the purpose of registering in classes.

Subject code
The letter code, from three to five letters long, used to identify the academic program or concentration to which a course belongs; for example "TCSS 301" would be a "Tacoma - Computing and Software Systems" course.
Thesis
A culminating project often required for graduate students as a final master's examination. The project must be supervised and approved by the student's supervisory committee. A minimum of nine credits are required.

TOEFL
Test of English as a Foreign Language. This test is one method of testing the English proficiency of international students who have English as a Second Language (ESL).

Transcript
A printed copy of a student's official academic record, including the list of courses completed, quarter by quarter, grades earned, grade-point average, degrees granted and other relevant information. The official record is maintained in a computer file. Students may request transcripts from the Office of the Registrar.

Transfer credit
College credit earned at one college or university and accepted in transfer for application toward the degree requirements of another institution. The Tacoma campus follows the transfer credit policy of the University of Washington, which generally accepts credits in college-level academic subjects.

Visiting student
Enrollment status for students who are enrolled at the University of Washington’s Seattle or Bothell campus and wish to enroll in selected classes at UW Tacoma. This status is open only if space is available within Tacoma campus enrollment limitations. Visiting students are matriculated students.

Vocational-Technical credit
Also called Voc-Tech or V-T credit. Credit earned in vocational or technical programs at community colleges and some baccalaureate institutions. Generally speaking, the University allows up to fifteen V-T credits to be accepted in transfer.

Withdrawal
The process of officially dropping a class or all classes. An official withdrawal form must be filed so that the student’s academic record may be properly annotated, the instructor notified and undeserved failing grades avoided.