

**University of Washington**  
**Evening Degree Humanities and Social Science**  
**Enrollment and Satisfactory Progress Policy**

The Evening Degree Program has established the following policies to ensure that students are successfully enrolled in a degree completion process. Students may complete their degrees on a part-time or full-time basis.

***Maintaining Academic Standing***

The Evening Degree advising staff monitors the academic performance of all students enrolled in the Social Science and Humanities majors. Students must maintain a cumulative GPA which is 2.0 or higher. If a student drops below a 2.0 during the first quarter of enrollment in the program, they will be placed on academic warning. If at the end of any quarter other than the first quarter in the program a student's cumulative GPA falls below a 2.0, the student will be placed on probation. If in the subsequent quarter a student does not maintain a quarterly GPA of 2.5, that student will be placed on academic drop and must seek reinstatement to stay enrolled in the program.

Once a student is placed on academic warning or probation, they must meet with their academic adviser quarterly to ensure that they are making efforts to correct the issues affecting their academic performance.

Students placed on academic drop may be asked to take a leave from school for a period of up to one calendar year, without being reinstated. Students will be asked to complete a reinstatement petition before re-admission to the program and university.

***Major Declaration***

Students in the Evening Degree Program must be placed in a major upon entrance into the program.

- Students planning to apply to become an English or Communication major will initially be placed into Social Science or Humanities until they are accepted into the department major.
- Students may not have matriculated status in the UW state-funded daytime undergraduate program and evening degree program simultaneously.
- Students admitted to EDP must declare one of the available EDP majors.

- EDP students who were formerly matriculated state-funded daytime undergraduate students may return to the state-funded daytime undergraduate program with a change of major approval form.
- Students initially admitted to Evening Degree must complete a new application to the UW state-funded daytime undergraduate program if they wish to declare a state-funded daytime undergraduate major.
- Former students in the UW state-funded daytime undergraduate program may elect to return to the state-funded daytime or the fee-based evening degree program when they re-enroll at the university.

### ***Academic Advising***

All Evening Degree majors are encouraged to seek academic counseling as often as they wish and are strongly encouraged to see an adviser at least once a year. Students are encouraged to be proactive in understanding their degree requirements and seeking help in times of academic or personal distress which may affect their overall performance. Required advising will occur under the following circumstances:

- Students on academic warning or probation are required to meet with their adviser quarterly to monitor their successful completion of degree requirements.
- Students who are not performing well academically in a specific quarter may be asked to meet with an adviser if their instructor is concerned.
- Students who are disruptive in some manner or who are not complying with the university conduct code may be asked to meet with an academic adviser to discuss their situation: [www.washington.edu/students/handbook/conduct.html](http://www.washington.edu/students/handbook/conduct.html)
- In general, students who are of concern (for any reason) may be asked to meet with an adviser to ensure that they are aware of available university resources and options to assist them in being a successful UW Evening Degree student.

### ***Credit Requirements, Allowances and Restrictions***

#### **Minimum Credits**

Any student transferring from the UW state-funded daytime undergraduate program into the Evening Degree Program must take at least 45 fee-based credits within the Evening Degree program. Exceptions to this policy must be petitioned through an academic adviser and approved by the department petition committee.

#### **Academic Minors**

Students in the Evening Degree Program may complete an academic minor provided they are able to complete it with qualifying transfer credits in addition to courses offered in the EDP

program. Students are not permitted to enroll in more than three state-funded daytime courses to complete a minor and must petition to take all state-funded daytime courses; i.e., students will not be permitted to complete all credits required for an individual minor in the state-funded daytime program if the number of credits exceeds 15.

### **Double Major**

Evening Degree students may complete a double major with the available majors offered in the Evening Degree Program.

Students who elect to double major in Communication and Social Science, or Communication and Humanities, or English and Humanities may do so with the following credit overlap restrictions:

Students may use courses that fulfill requirements in the single major (Communication or English) to fulfill course requirements for the second multi-disciplinary major. At least 15 of the upper-division credits used toward the multi-disciplinary major must fall outside of the single major subject being used as the second major. For example, if a student majors in Social Science and Communication, a student must complete at least 15 credits of 300- or 400-level courses that ARE NOT Communication in order to satisfy the requirements for a double major.

Students who double major in Social Science and Humanities may use the same courses to fulfill requirements for both of these majors, provided at least 15 of the upper-division credits (300 or 400 level courses) used toward each major DO NOT overlap. Each individual major (Humanities and Social Science) must include 15 credits of upper- division coursework that do not fall into the second major.

### **Minimum UW credits required to complete major requirements**

In both the Humanities and Social Science majors, at least 25 of the credits completed for the major must be in UW coursework.

### **Limits on 496-499 Credits**

EDP students may enroll in directed study, internship and practicum credits. However, a maximum of twenty 496-499 (directed study and internship) credits will be allowed in the Humanities and Social Science majors. Students may petition for exceptions through an academic adviser.

### **Limits on Enrolling in Daytime Courses**

Because Evening Degree students are enrolled in the Evening Degree Program, they are allowed to enroll in state-funded daytime courses by petition only. Generally speaking, EDP students can request to take a state-funded daytime course to fulfill a degree requirement that is not offered

within Evening Degree Program offerings to: 1) fulfill a requirement that would assist them in applying to graduate school, 2) attain a career position, or 3) accommodate a scheduling challenge for a specific quarter. All petitions must be approved by an adviser.

### **Fee-Based Online Learning Classes**

Evening Degree students may enroll in UW fee-based courses outside the Evening Degree program, including online learning courses. However, a student must receive prior approval from an adviser to register for these courses based upon an academic need or a scheduling challenge.

### **Study Abroad**

Evening Degree students may participate in study abroad programs and are allowed to register for the programs through the International Programs and Exchanges office. Where appropriate, credit for study abroad may be applied to major requirements through petition with an EDP adviser.