

## CHAPTER 6C-6 STUDENTS

6C-6.001	Admissions.
6C-6.002	Entering Freshmen.
6C-6.003	Entering or Transferring Graduate Students and Post-Baccalaureate Professional Students.
6C-6.004	Transfer Students - Undergraduate.
6C-6.005	Acceptance of College Credit by Examination.
6C-6.006	Acceleration Mechanisms for Program Completion.
6C-6.007	Traveling Scholar Program. (Repealed)
6C-6.008	Undergraduate Interinstitutional Transient Registration. (Repealed)
6C-6.009	Admission of Foreign Students to SUS Institutions.
6C-6.0091	Spoken English Language Competence of Graduate Students Involved in Classroom Instruction. (Repealed)
6C-6.010	Student Affairs.
6C-6.0103	Student Government Associations. (Repealed)
6C-6.0105	Student Conduct and Discipline.
6C-6.011	Institutional Responsibility for Student Life and Student Organizations. (Repealed)
6C-6.0115	Observance of Religious Holy Days.
6C-6.012	Student Freedom and Responsibility. (Repealed)
6C-6.013	University Owned and/or Operated Student Housing. (Repealed)
6C-6.014	Non-Credit Discussion Groups. (Repealed)
6C-6.015	Student Records and Reports.
6C-6.016	Summer Session Enrollment.
6C-6.017	Criteria for Awarding the Baccalaureate Degree.
6C-6.018	Substitution or Modification of Requirements for Program Admission, Undergraduate Transfer, and for Graduation by Students with Disabilities.
6C-6.019	Intercollegiate Athletic Compliance, Initial Eligibility, and Limitation on Athletically-related Financial Aid. (Repealed)
6C-6.020	Classroom Attendance of Student-Athletes. (Repealed)
6C-6.021	Participation in Programs and Activities Involving Foreign Travel. (Repealed)
6C-6.022	Veterans' Benefits - Inmate Students.

### 6C-6.001 Admissions.

(1) Based on minimum standards adopted by the Board, through rule, the Universities shall establish the criteria by rule for the admission of students.

(2) In the admission of students, the universities shall take into consideration the applicant's academic ability, and may also consider creativity, talent, and character. If determined not to be in the best interest of the university to deny admission to an applicant because of past misconduct, the university may do so.

(3) The Board affirms its commitment to equal educational opportunity and to increasing student diversity in each of the state universities.

(4) Applicants denied admission shall be given notice of denial within a reasonable period of time following the decision. Upon the applicant's written request, the university shall provide the reasons for the rejection in writing.

(5) Each student accepted for admission shall, prior to registration, submit on a form, provided by the institution, a medical history signed by the student. Documentation of appropriate immunization for measles and rubella is required. Proof of immunization must be provided. This shall be a minimum requirement, and institutions may require in addition such other evidence of examination as they may determine necessary. Where physician examinations or certificates are required, they must be signed by a doctor of medicine or a doctor of osteopathy. The universities reserve the right to refuse registration to any student whose health record or report of medical examination indicates the existence of a condition which may be harmful to members of the university community.

(6) The universities may return to the applicant without action any application and fees received after the closing date for applications designated by each institution in its official calendar.

(7) False or fraudulent statements – In addition to any other penalties which may be imposed an individual may be denied admission or further registration, and the universities may invalidate college credit for work done by a student at an SUS institution and invalidate the degree based upon such credit if it finds that the applicant has made false or fraudulent or incomplete statements in his application; residence affidavit, or accompanying documents or statements in connection with, or supplemental to, his application for admission to, or graduation from one of the SUS institutions.

(8) Students may be required to have immunizations and to have undergone diagnostic procedures prior to registration.

(9) Each university shall provide registration opportunities for admitted transfer students that allow these students access to high demand courses comparable to that provided to native students.

(10) Each university shall provide orientation programs for first-time-in-college and transfer students.

(11) Enrollment limitations – The Board shall establish a plan for the enrollment of the State University System, consistent with the Strategic Plan.

(a) The Board shall recommend each budget cycle to the Legislature an enrollment plan in which future State University System FTE enrollment shall be specified by level.

(b) The Board will establish an assigned FTE enrollment plan for each university for each fiscal period. This assigned FTE enrollment plan will be based upon the enrollment plan described in (a) and upon the funding decisions of the Legislature.

(c) Each university shall establish, by rule, procedures and criteria to manage enrollments to meet planned enrollment, established pursuant to (b) above. These rules shall not be inconsistent with Board rules.

(d) Programs at the University of Florida and the University of South Florida in the Health Centers receive separate appropriations from the Legislature; therefore, students enrolled in such programs will be excluded from the above enrollment limitations.

(e) Upper level programs registered as limited access programs with the Board and the Articulation Coordinating Committee (competitive admission due to limited space or other resources, or due to higher standards) and rules limiting enrollment as provided in (c) above shall observe the following guidelines in the selection of students for the spaces available in the program:

1. There will be a documented justification for the program to be classified as limited access. This documentation should be submitted by the university requesting limited access to the Board for review and approval at least 6 months prior to the start of limiting access to the program. Annually, each university will reevaluate the need to continue to classify the program as limited access. The university will report to the Board by October 1 of each year a list of all limited access programs, the minimum admissions standards for each program, the reasons the program is designated as limited access, and a copy of the most recent review demonstrating the need for retention of limited access status. Programs assigned limited access status will be reviewed by the Board in the course of its cyclical systemwide program review process.

2. All criteria shall be approved by the Board and registered with the Articulation Coordinating Committee prior to implementation.

3. Any criteria used to select students shall not discriminate against community college transfers with Associate in Arts degrees from Florida public community colleges in favor of SUS students who are applying for admission or plan to continue enrollment after the completion of 60 semester credits at the lower division level.

4. Any criteria used to select students shall be appropriate indicators of academic ability, creativity or talent to perform required work within the program and of the potential for success.

5. Any criteria used shall be publicized in catalogues, counseling manuals, and other appropriate publications in accordance with subsection 6A-10.024(14), F.A.C., with sufficient time for prospective students to adjust programs to meet criteria.

6. Where necessary to achieve established equal access enrollment goals, up to ten percent of the students may be admitted to a limited access program with different criteria.

7. Each university shall advise students who meet the minimum requirements for admission to the upper division of a state university, but are denied admission to limited access programs, of the availability of similar programs at other State University System institutions and the admissions requirements of such programs.

8. Associate in Arts degree graduates from Florida community colleges and university students who have successfully completed 60 or more credit hours of course work and met the requirements of Section 240.107, F.S., shall receive priority over out-of-state students for admission to limited access programs.

(f) The Board may declare certain degree programs as limited access programs, upon request by a university. In the case of programs for which prerequisite courses are required for admission, the prerequisites, and grades for the prerequisite courses determined acceptable by the program, by themselves, will not cause a program to be declared limited access. That is, if all the applicants completing the prerequisite courses, with any specified grade requirement, are admitted to the program, the program need not be designated a limited access program. Associate in Arts graduates from Florida public community colleges and universities who have not completed prerequisite courses for a given major shall be admitted to a university in order to complete those prerequisite courses, after which program admission can be determined. University degree programs may be declared as limited access programs for the following reasons:

1. The number of students who have met all the requirements for admission to the university and to the program is in excess of available resources (examples are: space, equipment or other instructional facilities; clinical facilities; adequate faculty to meet acceptable student-faculty ratios; fiscal or other resource limitations). In the case of such programs, selection for admissions shall be competitive. The selection criteria shall be determined by the program, recognizing that the standards applied to the criteria may vary from term to term depending on the number of student spaces available and the quality of the applicant pool. The selection criteria shall be published in the university catalogue along with the standards used for admissions decisions at the time the catalogue is published.

2. The program is of such a nature (normally in the fine or performing arts) that applicants must demonstrate through an audition or submission of a portfolio that they already have the minimum skills necessary for them to benefit from the program.

3. The program is of such a nature that in order to demonstrate potential for success in the program, applicants must attain a grade point average (GPA) and/or other standard (e.g., standardized test scores) that are above those required for admission to the university offering the program. [Note: Teacher preparation programs are mandated by Section 240.529, F.S., to maintain certain

admission requirements, and, therefore, will be classified and reported as limited access programs only if enrollment is limited for reasons (e.g., limited resources) that exceed statutory requirements. Teacher preparation programs will be monitored for compliance with requirements of subsection 240.529(3), F.S., through a report which is separate from the limited access reports].

4. When an institution has exceeded its upper-level FTE enrollment limit as assigned by the Legislature by more than five percent, programs which have not normally been designated as limited access programs may need to limit enrollment. If the institution's actual student credit hour productivity exceeds the institution's funded enrollment to this extent, the institution may take corrective actions in subsequent terms such as limiting admission of new students into upper level programs, limiting course loads of enrolled students and/or other measures as may be necessary to stay within funded enrollment levels. Florida community college Associate in Arts graduates and university students who have successfully completed 60 credit hours of course work and met the requirements of Section 240.107, F.S., shall receive priority for admission to such limited access programs over out-of-state and transfer students from private institutions.

*Specific Authority 240.209(1) FS. Law Implemented 240.209(1), (3)(s), (4), (5)(a), 240.2097, 240.227(8), 240.233, 240.529, 240.271 FS. History—Formerly 6C-2.41, 11-18-70, Amended and Renumbered 12-17-74, Amended 1-6-76, 7-13-77, 3-21-82, 12-13-83, 8-11-85, Formerly 6C-6.01, Amended 8-31-86, 4-9-87, 1-7-91, 9-15-91, 11-27-95, 8-12-96, 9-19-00.*

### **6C-6.002 Entering Freshmen.**

(1) Normally a diploma from a Florida public or regionally accredited high school, from an accredited out-of-state high school or, if foreign, its equivalent, or a diploma pursuant to Section 229.814, F.S., shall be required for admission of beginning freshman students to a state university. Students admitted under acceleration mechanisms in accordance with Rule 6C-6.006, F.A.C., are exempted from this requirement.

(2) Students applying for admission will submit test scores from the Scholastic Assessment Test of the College Entrance Examination Board or from the American College Testing program.

(3) Students may be considered eligible for admission to any of the state universities in one of the following three ways, except as provided in subsection (4) below:

(a) A student applying for admission who has a satisfactory high school record, including at least a "B" average (3.0 on a 4.0 scale) in the required high school academic units normally offered in grades 9 through 12, and who submits other appropriate evidence that the student can be expected to carry out successful academic progress in the university, is academically eligible for admission to any of the universities. In computing the high school grade point average for purposes of admission to a state university, additional weights will be assigned to grades in Honors, International Baccalaureate, and Advanced Placement courses. The high school academic unit requirements are as follows:

English/Language Arts	4
Three of which must have included substantial writing requirements	
Math	3
At the Algebra I and above levels	
Natural Science	3
Two of which must have included substantial laboratory requirements	
Social Science	3
Includes: History, Civics, Political Science, Economics, Sociology, Psychology and Geography	
Foreign Language	2
Both credits must be in the same language.	
(For the purposes of this admission requirement, American sign language will be accepted in place of a foreign language.) An alternative method for students to demonstrate equivalent foreign language competence by examination to meet admissions requirements is described in paragraph 6C-6.004(1)(c), F.A.C.	
Additional Academic Electives as described below	4
TOTAL	19

1. Students who entered as high school freshmen prior to July 1, 2000 may complete the four elective requirements in any combination of courses listed in the Department of Education Course Code Directory, as follows:

a. Up to four credits of Level II courses in English/Language Arts, Mathematics, Natural Science, Social Science, Foreign Language, or Fine Arts; Level III courses in any discipline; grade nine or above courses in Humanities or Computer Science; Dual Enrollment courses for which both high school and post secondary credits are granted; or equivalent courses in any discipline as determined by the Articulation Coordinating Committee.

b. Up to two credits in courses grade nine or above in ROTC/Military Training or in Vocational Education.

c. Up to one credit in courses in Research, Leadership Skills Development, Executive Internship, or Physical Education and Life Management Skills.

2. Students who entered as high school freshmen July 1, 2000 or later may complete the four elective requirements in any combination of courses listed in the Department of Education Course Code Directory, as follows:

a. Up to four credits of Level II courses in English/Language Arts, Mathematics, Natural Science, Social Science, Foreign Language, or Fine Arts; Level III courses in any discipline; or Dual Enrollment courses for which both high school and post secondary credits are granted.

b. Up to two credits in courses grade nine or above in ROTC/Military Training.

c. Up to two credits of equivalent courses in any discipline as determined by the Articulation Coordinating Committee.

(b) A student applying for admission who has less than a "B" average in the required academic units described in (a) above, must present a combination of high school GPA and admission test scores as indicated on the list below. Academic eligibility for admission will be determined according to the following Admissions Scale:

If the High School GPA in the required academic courses equals any entry in this column,		the SAT/Recentered SAT I*/ACT Score must equal or exceed the corresponding entry in the appropriate column below.	
GPA	SAT	Recentered SAT*	ACT**
T			
2.0	1,050	1140	25
2.1	1,020	1110	24
2.2	990	1090	24
2.3	960	1060	23
2.4	930	1030	22
2.5	900	1010	21
2.6	890	1000	21
2.7	880	990	21
2.8	870	980	21
2.9	860	970	20

\* SAT taken after March, 1995

\*\*These ACT scores are effective for Fall, 2001 applicants.

(c) A student applying for admission who does not meet these requirements may be eligible for admission through a student profile assessment which considers additional factors, including but not limited to, the following: family educational background, socioeconomic status, graduate of a low performing high school, international baccalaureate program graduate, geographic location and special talents. These additional factors shall not include preferences in the admissions process for applicants on the basis of race, national origin or sex. The student may be admitted if, in the judgment of an appropriate faculty committee, it is determined from appropriate evidence that the student can be expected to do successful academic work as defined by the institution to which the student applies. The number of first time in college students admitted through profile assessment at each university is determined by the Board; the system is limited each year to ten percent of the total system first-time-in-college students. However, the annual number of applicants enrolled at a university under profile assessment without the equivalent of two high school credits in foreign language must not exceed 5 percent of the total number of freshmen (students who had not completed their first year of college or university) who entered the university the prior year. Upon request by the president, the Board may approve a one year increase in a university's 5 percent limitation as long as the State University System as a whole maintains the 5 percent limit. Any freshman student admitted without meeting the foreign language requirement must earn 8 to 10 semester hours in a foreign language or American sign language, or demonstrate equivalent competence in either a foreign language or American sign language as described in paragraph 6C-6.004(1)(c), F.A.C., prior to completing 60 credit hours at the state university. The university will provide an individual learning plan for each student enrolled who does not meet the normal admissions requirements listed in subsections 6C-6.002(1) and 6C-6.002(3), F.A.C. The Board will review the success of students admitted under the profile assessment process.

(d) In determining eligibility for admission, a university will provide for reasonable substitution for any requirement or high school unit distribution requirement for any student with a disability, as prescribed in Rule 6C-6.018, F.A.C.

(4) A student applying for admission who is participating in a non-traditional program must present credentials equivalent to those described in subsection 6C-6.002(3), F.A.C., as judged by the individual SUS institution to which the student has applied. A student whose educational program is not measured in Carnegie Units must present a test score of at least 1010 on the recentered SAT I, or the equivalent on the ACT, or the SAT taken prior to April, 1995.

(5) A student applying for admission who is a graduate of a public Florida high school, has completed nineteen (19) required high school units as listed in paragraph 6C-6.002(3)(a), F.A.C., ranks in the top 20% of his/her high school graduating class, and who has submitted test scores from the Scholastic Assessment Test of the College Entrance Examination Board or from the American College Testing program shall be admitted to a university in the State University System. The State University System will use class rank as determined by the Florida Department of Education.

(6) The universities have the authority to adopt and promulgate rules which have the effect of increasing the standards for eligibility for admission, as listed in (3)(a) and (b) above, or to provide additional criteria in making admissions decisions. Changes to these institutional rules will be reviewed annually by the Board prior to September 1.

(7) Neither State University System nor individual university admissions criteria shall include preferences in the admissions process for applicants on the basis of race, national origin or sex.

*Specific Authority 240.209(1) FS. Law Implemented 240.209(1), (4), (5)(a), 240.227(8), 240.115(4), 240.152, 240.233 FS., Chapter 2000-215, Laws of Florida. History—Formerly 6C-2.42, 11-18-70, Amended 5-27-74, Amended and Renumbered 12-17-74, Amended 6-25-80, 3-21-82, 4-16-84, Formerly 6C-6.02, Amended 4-14-86, 4-20-87, 10-19-88, 1-23-90, 1-7-91, 9-15-91, 8-4-92, 5-17-95, 11-27-95, 9-19-00, 11-27-00.*

### **6C-6.003 Entering or Transferring Graduate Students and Post-Baccalaureate Professional Students.**

(1) Each applicant to a graduate degree program or to a post-baccalaureate professional program shall be required to meet minimum systemwide requirements.

(2) Each applicant to a graduate degree program or to a post-baccalaureate professional program must have a bachelor's degree or equivalent from a regionally accredited institution and meet at least one of the following criteria:

(a) Earned a "B" average or better in all work attempted while registered as an upper division student working for a baccalaureate degree, or

(b) A total Quantitative-Verbal Graduate Record Examination score of 1000 or higher or an equivalent score on an equivalent measure approved by the Board, or

(c) A graduate degree from a regionally accredited institution.

(3) Each applicant to a graduate program or a post-baccalaureate professional program shall be required to present his/her score on the Aptitude Test of the Graduate Record Examination, or an equivalent score on an equivalent measure approved by the Board. The university may waive this requirement in individual cases.

(4) Applicants denied admission shall be given notice of denial within a reasonable period of time following the decision. Upon the applicant's written request, the university shall provide the reasons for the rejection in writing. Applicants denied admission who meet the minimum systemwide standards may request reconsideration by written request to the university within thirty days of the date of denial. The request shall contain reasons why reconsideration is warranted. Each university shall establish the method for reconsideration by rule.

(5) The Board encourages each university to impose more restrictive admission requirements than the above established for post-baccalaureate programs. Effective for Fall, 2001 admissions, these requirements shall not include preferences in the admissions process for applicants on the basis or race, national origin or sex. These criteria shall be published, and the university catalog shall give notice where copies of such criteria may be obtained.

(6) In any academic year, up to 10 percent of the graduate students may be admitted as exceptions to these criteria. The university may develop criteria for students admitted as exceptions.

(7) Students who do not meet the systemwide criteria and who wish to enroll in courses but not degree programs at the post-baccalaureate level may enroll under the classification of special post-baccalaureate non-degree students. Universities wishing to admit special post-baccalaureate non-degree students to graduate degree programs after the students have satisfactorily completed a specified number of credits may do so provided that the number so admitted is included as part of the 10 percent exception, as defined in (6) above.

*Specific Authority 240.209(1), 240.233 FS. Law Implemented 240.209(1)(4), (5)(a), 240.227(8), 240.233 FS. History—Formerly 6C-2.43, 11-18-70, Amended 11-20-70, Amended and Renumbered 12-17-74, Amended 1-24-77, 2-28-78, 10-17-78, 8-11-85, Formerly 6C-6.03, Amended 9-19-00.*

### **6C-6.004 Transfer Students - Undergraduate.**

(1) Each university shall develop admission policies governing the acceptance of undergraduate transfer students. Exceptions may be made on an individual basis when a student, in the judgment of an appropriate university committee, can reasonably be expected to do satisfactory academic work in the program and institution to which admission is sought. Applicants must meet the following minimum requirements.

(a) Be in good standing and eligible to return to the last institution attended as a degree-seeking student,

(b) A grade point average of at least 2.0 on a 4.0 system on all college-level academic courses attempted,

(c) Completed two credits of one foreign language or American sign language in high school, pursuant to paragraph 232.2462(1)(a), F.S., or 8 to 10 semester hours in the undergraduate institution attended. An alternate method for students to demonstrate equivalent foreign language competence is by means of credit awarded on the basis of scores on the foreign language

subject matter examinations in the College Level Examination Program (CLEP) pursuant to paragraph 6A-10.024(5)(b), F.A.C., which shall count toward the 8 to 10 semester hours. The examination, minimum scores for awarding credit, and maximum credit to be awarded are:

Examination	Minimum Score	Maximum Credit
French	50	12
	46	9
	42	6
German	55	12
	52	9
	43	6
Spanish	55	12
	48	9
	45	6

Likewise, students may demonstrate equivalent foreign language competence in Latin by means of a minimum score of 443 on the Latin examination published under the title of MAPS by The College Board, which represents the 1985 national mean of college bound seniors minus one (1) standard deviation. In the case of a student wishing to demonstrate competence by examination in a foreign language other than those identified above, or in American sign language, the standards and methods to be used will be identified by the university. Transfer students are exempt from this admissions requirement if they received an Associate in Arts degree prior to September 1, 1989, or if prior to August 1, 1989, they enrolled in a program of studies leading to an Associate degree from a Florida community college and maintain continuous enrollment until they are admitted to a university. Continuous enrollment will be established if the student enrolls at least one term each twelve month period beginning with the student's first enrollment in a community college and continuing until the student enrolls in a university.

(d) In addition, each university may admit a limited number of freshmen and lower level transfer students who have not met the above foreign language requirement if there is evidence that the applicants will do successful academic work at the admitting university. The number of such applicants enrolled in the University System under this paragraph shall not exceed 5 percent of the total number of freshmen (students who had not completed their first year of college or university) enrolled in the State University System in the prior academic year.

(e) All such lower level students except those exempted in paragraph 6C-6.004(1)(c), F.A.C., above, must satisfy the foreign language requirement prior to admission to the upper division at a state university. All Associate in Arts degree graduates from a public community college or university in Florida, except those exempted in paragraph 6C-6.004(1)(c), F.A.C., above, and all other upper level transfer students admitted without meeting the foreign language admission requirement, must satisfy the foreign language requirement prior to graduation from the university.

(2) Transfer Credit.

(a) Each university shall require applicants for transfer to submit complete academic transcripts from all institutions attended which shall list all courses for which the student was enrolled each term, the status in each course at the end of each term, all grades and credits awarded, and a statement explaining the grading policy of the institution.

(b) Each college-level academic course in which a grade of "D" or better was awarded shall be received, accepted, and retained as part of the transferring student's record by the receiving university in order that the appropriate college may determine the additional courses needed for the baccalaureate degree. This rule does not remove the university's minimum upper division credit requirements for graduation, but it does permit Florida public community college transfer students to satisfy curriculum requirements on the basis of a minimum number of credit courses completed in excess of 64 academic semester hours, when such credits are applicable for the program the student is entering.

(c) College-level academic courses completed by a student at a regionally or nationally accredited collegiate institution prior to graduation from high school may be accepted for transfer by a university provided the courses are applicable to a degree program offered at that institution.

(d) Credit earned in an external degree program shall not be accepted for transfer to a university unless such credit was earned through a collegiate institution accredited by the appropriate regional accrediting association.

(e) College credits earned by high school or college students on the basis of the College Entrance Examination Board's Advanced Placement Program, the International Baccalaureate Program or College Level Examination Program (CLEP) shall be accepted for transfer by a university provided the scores attained by the student on these examinations meet the standards established by the institution for the award of credit to its native students.

(3) AA Degree Graduates from Florida Community Colleges and SUS Universities.

(a) Admission of Associate in Arts degree graduates from Florida Community College and State University System institutions will be governed by the Articulation Agreement between the state universities and public junior colleges of Florida, as approved by the Board and the Board of Education. These Florida Associate in Arts degree graduates shall receive priority for admission to a state university over out-of-state students. Recruitment materials, catalogs, orientation programs, and student handbooks provided to freshmen enrollees and transfer students at state universities must include an explanation of this provision.

(b) Within curriculum, space, and fiscal limitations, admission as a junior to the upper division of a university shall be granted to any graduate of a state approved Florida community college or SUS institution who has completed the university parallel program and received the Associate in Arts degree, provided the degree has been awarded on the basis of the following:

1. At least 60 semester hours of academic work exclusive of occupational courses;
2. An approved general education program of at least 36 semester hours; and
3. A grade point average of at least 2.0 on a 4.0 system on all college level academic courses attempted, provided that only the final grade received in courses repeated by the student shall be used in computing the average.

(c) In addition to the Associate in Arts degree, the student should have completed two years of one foreign language in high school or the equivalent of such instruction at the postsecondary level, as defined in paragraph (1)(c), above. A student who received an Associate in Arts degree prior to September 1, 1989, or who enrolled in a program of studies leading to an Associate degree from a Florida community college prior to August 1, 1989, and maintains continuous enrollment shall be exempt from this admissions requirement. Any other Associate in Arts degree graduate admitted without meeting the foreign language requirement, must earn such credits prior to graduation from a state university.

(4) Transfers who have not received the AA Degree from Florida Community Colleges or SUS Institutions:

(a) In addition to the general requirements described in subsection (1) above, undergraduate transfer students who have not earned the AA degree from an approved Florida public institution and who seek admission to the lower division of a university should satisfy the same admission requirements as beginning freshmen; provided, however, that with approval of the Chancellor and of the Executive Director of the Community College System exceptions may be granted.

(b) In determining eligibility for admissions of undergraduate transfer students who have not earned the AA degree from an approved Florida public institution, a university will provide for reasonable substitution for any requirement or high school unit distribution requirement for any student with a disability as prescribed in Rule 6C-6.018, F.A.C.

(c) Except for special purpose programs approved by the Board, transfer applicants for admission to the upper division of a university shall have completed the following:

1. At least 60 semester hours of transfer credit in college-level academic courses, exclusive of occupational courses; and
2. The prerequisite courses listed by the upper division program to which admission is sought.

(d) Any upper level student admitted who has not completed two years of one foreign language in high school or the equivalent of two years of such high school foreign language in the undergraduate institution attended except those exempted in paragraph 6C-6.004(1)(c), F.A.C., above, shall, prior to graduation from a state university, successfully complete 8 to 10 semester hours of postsecondary level instruction in one foreign language or American sign language. An alternate method for students to demonstrate equivalent foreign language competence is by means of credit awarded on the basis of scores on the foreign language subject matter examinations in the College Level Examination Program (CLEP) or the Latin examinations published under the title of MAPS by the College Board. The scores that evidence equivalent competence are listed under paragraph (1)(c), above. In the case of a student wishing to demonstrate competence by examination in a foreign language other than those identified in paragraph (1)(c), above, or American sign language, the standards and methods to be used will be identified by the university.

(5) Graduation Requirements – Each university shall determine when the student has met requirements for a degree.

(a) Florida community college and state university students who have been certified as having completed an approved general education program prior to transfer will be considered as having met the general education requirements of the receiving university.

(b) Courses in which “D” grades were earned prior to transfer will be treated as if the grades were earned at the receiving university. The department or college in which the student enrolls shall, at its discretion, determine whether or not courses in which a student received “D” grades may be used to satisfy requirements in the student’s major field. The university awarding the bachelor’s degree shall determine the courses in the major taken prior to transfer.

(c) Any student admitted without two years of one foreign language or American sign language in high school or the equivalent of such instruction at the postsecondary level, except those exempted in paragraph 6C-6.004(1)(c), F.A.C., above, must satisfy the admissions requirement, as prescribed in paragraph (1)(c), above, prior to graduation.

(d) The graduation requirements in effect at the receiving university at the time a student enrolls at a Florida community college shall apply to that student in the same manner that graduation requirements of the SUS university apply to its native students, provided the student has had continuous enrollment as defined in the SUS institution’s catalog.

*Specific Authority 240.209(1), (3)(r), 240.233 FS. Law Implemented 240.209(1), 240.115, 240.227(8), 240.152, 240.153, 240.233 FS. History—Formerly 6C-2.44, 6C-2.45, 11-18-70, Amended 7-6-72, Amended and Renumbered 12-17-74, Amended 8-1-84, 8-11-85, Formerly 6C-6.04, Amended 4-20-87, 1-6-88, 10-19-88, 1-23-90, 1-7-91, 9-15-91, 11-9-92, 11-27-95.*

#### **6C-6.005 Acceptance of College Credit by Examination.**

(1) The universities shall accept for credit College Level Examination Program (CLEP) and other State Board of Education approved standardized examinations when presented by students who are admitted and/or enrolled.

(a) In the case of the CLEP and other approved examinations, cut-off scores or percentiles (whichever are appropriate), as well as the minimum amount of credit that will be awarded by universities, are specified in the Articulation Agreement between the Public Universities and Community Colleges found in Rule 6A-10.024, F.A.C.

(b) Credit awarded by universities on the basis of CLEP or other approved standardized examinations shall be fully transferable to all universities in the State University System.

(2) Credits earned through the CLEP or other approved standardized examination programs shall not be included in enrollment data for budget purposes.

*Specific Authority 240.209(1), (3)(o) FS. Law Implemented 240.209(1), (3)(o), 240.115(5), 240.116(1), (5) FS. History—Formerly 6C-2.67, 11-5-73, Amended and Renumbered 12-17-74, Amended 8-11-85, Formerly 6C-6.05, Amended 10-19-88.*

#### **6C-6.006 Acceleration Mechanisms for Program Completion.**

(1) Each baccalaureate degree program offered by a university shall be designed so that students may complete a minimum of twenty-five percent (25%) of degree requirements through the acceleration mechanism listed below:

(a) Achievement of specified performance levels on appropriate recognized standardized, institutional or departmental examinations;

(b) Recognition of satisfactory performance in secondary school Advanced Placement Programs of the College Entrance Examination Board or International Baccalaureate Program;

(c) Dual enrollment in a community college or university prior to graduation from high school or community college; or

(d) Any combination of the above acceleration mechanisms.

(2) In order to facilitate acceleration, each university must award credit for specific courses for which competency has been demonstrated by successful passage of an exemption or waiver examination. Universities may not exempt students from courses without the award of credit if competencies have been so demonstrated.

(3) Each university shall establish a program of early admission for public school students qualifying for such a program under provisions of subsection 6A-1.095(2), F.A.C., of the regulations of the State Board of Education.

(4) Each university shall describe clearly the various options available for acceleration and the criteria governing such options in its catalog and other appropriate publications or advisement materials.

*Specific Authority 240.209(1), (3)(o) FS. Law Implemented 240.209(1), (3)(o), 240.115(4), 240.116(1), (6) FS. History—Formerly 6C-2.69, 1-7-73, Amended and Renumbered 12-17-74, Amended 1-10-78, 8-11-85, Formerly 6C-6.06, Amended 10-19-88, 3-29-89.*

#### **6C-6.009 Admission of Foreign Students to SUS Institutions.**

(1) Within enrollment, space and fiscal limitations, eligible foreign students may be accepted for admission at the appropriate level to a SUS university. Each SUS university which enrolls foreign students shall develop admission policies for these students which are consistent with the policies of the Board. As a minimum, university admission policies shall require that:

(a) The applicant is academically eligible for admission;

(b) The applicant's proficiency in English is adequate;

(c) The applicant has sufficient financial resources to cover his expenses while enrolled at the university; and

(d) The applicant's physical and mental health are good.

(2) Each university shall require a foreign applicant to furnish a complete chronological record of previous educational experience indicating the schools attended, examinations passed, and certificates or diplomas earned. In addition, each foreign applicant shall be required to furnish official copies of any academic records which may be necessary to ascertain the level and quality of the student's previous education. If a student claims completion of various courses but cannot produce the official documents, departmental examinations may be used to validate the student's claims. In assessing a foreign applicant's eligibility for admission, a university shall determine that the applicant is academically eligible for admission to the program at the level of entrance requested by the applicant, taking into consideration the comparability of the applicant's completed course of study in his own country.

(3) Each university shall require a foreign applicant whose native tongue is not English to furnish satisfactory evidence that the applicant's competency in English is adequate.

(a) In order to assess English proficiency, scores on the Test of English as a Foreign Language (TOEFL) shall normally be required of all applicants except those from countries where English is the only official language.

(b) Unless other satisfactory evidence indicates that the student will be able to perform at an acceptable level, the university shall require that a foreign applicant achieve a score of 500 or above on TOEFL.

(4) Each university shall require foreign applicants to furnish a detailed statement showing specific sources of financial support and the exact amount expected from each source. No university shall issue a Visa Certificate of Eligibility (Form I-20) until an appropriate official at the institution has reviewed the financial statement and determined that the foreign applicant's sources of financial support are adequate to cover his total expenses for the period of time the student is seeking to enroll at the university.



(5) Each university shall require a foreign applicant, determined to be academically and financially eligible for admission, to submit a health history form including dates of immunizations as required by the university.

(6) As of Fall 1992, no foreign student in F-1, F-2, J-1 or J-2 non-immigrant status shall be permitted to register, or to continue enrollment, at a university without demonstrating that he or she has adequate medical insurance coverage for illness or accidental injury. An adequate medical insurance policy will: provide that the insurance proceeds are payable in United States currency; not restrict its use to a specific institution, hospital, clinic, infirmary, or other health care agency; and not restrict its use to a particular locale. A university may require the insurer to have a United States claims agent.

*Specific Authority 240.209(1) FS. Law Implemented 240.209(1), 240.227(8), 240.233 FS. History—Adopted 7-6-72, Amended and Renumbered 12-17-74, Amended 6-21-83, 8-11-85, Formerly 6C-6.09, Amended 12-9-91.*

#### **6C-6.010 Student Affairs.**

(1) The university president shall establish rules and regulations governing student affairs.

(2) Each university shall compile and update annually a student handbook as provided in Section 240.2097(3), F. S.

*Specific Authority 240.209(1), (3)(r), 240.2097 FS. Law Implemented 240.209(1), 240.227, 240.2097(3) FS. History—Formerly 6C-2.47, 11-18-70, Amended 7-25-73, Amended and Renumbered 12-17-74, Amended 1-10-78, 2-18-80, 8-11-85, Formerly 6C-6.10, Amended 4-9-87, 11-27-95.*

#### **6C-6.0105 Student Conduct and Discipline.**

(1) In furtherance of the educational mission of the universities, each university president shall establish university rules that ensure fairness and due process in student disciplinary proceedings and that guarantee the academic integrity of the university. This rule applies to all student disciplinary proceedings conducted by a university under ss. 240.132, 240.1325, 240.133, 240.261, or 240.262, F.S.

(2) Each university shall establish a Student Disciplinary System, including a code of conduct, which shall include, at a minimum:

(a) A written description of the rights and responsibilities of students, standards of conduct expected by the university, a list of specific violations, appropriate penalties or sanctions, and procedures for filing complaints and conducting student disciplinary proceedings, which must be consistently administered by the university. An amendment to the list of specific violations in the university's code of conduct may not be applied retroactively to conduct that occurred before the effective date of the amendment;

(b) Definitions of terms used in the university's code of conduct, such as "student" and "university community," and a description of the specific locations to which the code of conduct generally applies, except in circumstances of certain off-campus conduct as described in the code of conduct;

(c) University hearing committees, panels, or courts, of which students, appointed by the appropriate university process comprise at least one-half of the membership;

(d) A written description of the general procedures to be followed in the initial student disciplinary proceeding which shall include a description of each step of the disciplinary process, the services available to the student for preparing his or her defense, and the availability of impartial advisers for a student charged with a violation;

(e) A written procedure for the disposition of emergency cases that involve the health, safety, or welfare of the student or the university community;

(f) Acknowledgement that the burden of proof in student disciplinary proceedings is on the complainant;

(g) Provision for the requirements as to the burden of proof required in student disciplinary proceedings, which shall, at a minimum, be a preponderance of the evidence;

(h) Provision of a time limit for charging a student with a violation of the university's code of conduct, which may not exceed 1 year from the date the violation was committed or discovered, whichever is later. University administrators may exercise professional discretion when applying the time provision to account for circumstances that warrant a waiver of the one-year time limit from the date of discovery. Such circumstances include but are not limited to: stalking, sexual battery, relationship violence, in which the delay may be related to issues of victimization; and

(i) Provision for an accurate and complete record of each student disciplinary proceeding and the preservation thereof.

(3) Each university shall publish the following information on its Internet website and in its student handbook as described in s. 240.2097, F.S.:

(a) University policies implementing ss. 240.132, 240.1325, 240.133, 240.261, and 240.262, F.S., which govern the conduct and discipline of students, including the university's code of conduct and the procedures for filing complaints and conducting student disciplinary proceedings; and

(b) A description of each step of the disciplinary process, the resources available to a student for preparing his or her defense, and the availability of impartial advisers for a student charged with a violation.

(4) Each university shall comply with s. 228.093, F.S., 20 U.S.C. s. 1232g, the Family Educational Rights and Privacy Act of 1974, as amended, and other requirements of state and federal law relating to the confidentiality of the records and reports of students.

(5) The due process requirements contained in subsection (6), below, are applicable in all cases involving student discipline, including matters concerning academic dishonesty.

(6) Due process as applied by the universities must include, as a minimum, the following:

(a) The student shall be provided with written notice of the charges against him or her in sufficient detail and in sufficient time to prepare for a hearing before an appropriate committee, panel, or court, as established by each university, or before the appropriate university official or officials. The written notice of the charges shall be accompanied by the forms and information described in paragraph (6)(c), below.

(b) Each university shall establish a minimum number of days before the student disciplinary proceeding within which the university must present to the student the written notice of charges, but in no case will this notice be less than 3 regular business days (excluding legal holidays), except in cases of emergency as specified below or unless waived by the student.

(c) The student shall be entitled to a prompt disciplinary proceeding before an appropriate committee, panel, or court, as established by each university, with allowances for delays due to the unavailability of student members serving on such committee, panel or court. Alternatively, the student has the option to waive the notice requirements in paragraph (b) and request adjudication of the matter by an appropriate university official or officials, as designated by the university. The student's right to a student disciplinary proceeding conducted by a committee, panel, or court composed at least one-half of students may only be waived by the student in writing on forms provided by the university which include an explanation of the effect of the waiver.

(d) The student may have an adviser of the student's choice present at the student disciplinary proceeding.

(e) The student and his or her adviser, if any, have the right to inspect all of the information that will be presented against the student at least 3 regular business days (excluding legal holidays) before the student disciplinary proceeding. The University also has the right to review any information the student intends to use at least 3 regular business days (excluding legal holidays) before the student disciplinary proceeding.

(f) The student may present information on his or her own behalf.

(g) The student may hear and question adverse witnesses.

(h) The student may not be forced to present testimony that is self-incriminating; however, the university is not required to postpone student disciplinary proceedings pending the outcome of a criminal prosecution, and a penalty or sanction imposed under the university's code of conduct is in addition to any penalty imposed by the courts for the criminal offense.

(i) The decision of responsible or not responsible on the charges of violating the university's code of conduct must be based solely on the information presented at the student disciplinary proceeding.

(j) The decisions of any university committee, panel, or court, or of any university official or officials, must be presented to the student in writing and within a reasonable period of time after the conclusion of the student disciplinary proceeding, as specifically prescribed by the university's rules.

(k) If a university's policies provide that the decision of a university committee, panel, or court in a student disciplinary proceeding constitutes a recommendation to a university official for official action, then the following apply:

1. With respect to a finding of responsible or not responsible on the charges of violating the university's code of conduct, the university official reviewing the recommendation of the university committee, panel, or court may only:

a. Accept the recommendation; or

b. Remand the case for rehearing.

2. With respect to penalties or sanctions, the university official may modify the penalty or sanction recommended by the university committee, panel, or court if the penalty or sanction is inappropriate to the violation.

3. Any differences between the recommendation of the university committee, panel, or court and the university official's final decision, and the reasons therefor, must be based on information from the student disciplinary hearing and presented to the student in writing.

(l) The student may appeal the decision of any university committee, panel, or court, or of any university official or officials, within a period specified by the university, to the president or the president's designee. No person may hear or decide an appeal if he or she participated in the decision to charge the student with the violation or if he or she conducted or participated in the student disciplinary proceeding being reviewed on appeal.

(m) The student's status will remain unchanged pending the university's final decision in the student disciplinary proceeding, except in cases where the president or president's designee determines that the health, safety, or welfare of the student or the university community is involved. A student's enrollment status may be changed only in cases where the president or president's designee determines that an emergency exists, which affects the health, safety or welfare of the student or the university community. If a student's enrollment status is changed under this paragraph, but the student is subsequently found not responsible for the violation, the university must:

1. Correct any record of the change in enrollment status in the student's permanent records and reports in a manner compliant with state and federal laws; and

2. Refund to the student, a pro rata portion of any fees and charges for tuition, other university specific fees and charges as appropriate due to the temporary change in enrollment status and in a manner consistent with university policies and procedures.

(7) At the conclusion of the appeals process, the decision of the president or the president's designee shall be final.

(8) Each university shall include in its list of violations of the university's code of conduct, a description of those types of violations occurring off-campus for which the student may be subject to discipline. The action of the university with respect to any such off-campus conduct shall be taken independently of any off-campus authority. The disciplinary authority of the university for off-campus conduct will not be exercised to merely duplicate the penalties imposed under applicable federal, state, and local laws and ordinances. The university may only take disciplinary action against a student for violations committed off campus if at least one of the following applies:

(a) The off-campus conduct is specifically provided by law or the university's code of conduct as subject to university discipline.

(b) The off-campus conduct demonstrates that the continued presence of the student on campus presents a danger to the health, safety, or welfare of the university community; is disruptive to the orderly conduct processes and functions of the university; or is intimidating or threatening to the university community or an individual within the university community.

(c) The off-campus conduct is of such a serious nature that it adversely affects the student's suitability to remain a part of the university community.

(9) If a student charged with an off-campus violation of the university's code of conduct disputes whether the off-campus conduct is subject to discipline under the university's code of conduct, the university committee, panel, or court, or the university official or officials, shall consider the dispute and review the decision to charge the student with a violation.

(10) Each university's code of conduct shall include a description of the rights of alleged victims in the student disciplinary system. The university shall provide notice to the victim of his or her rights at least 3 regular business days (excluding legal holidays) before the student judicial proceeding is conducted. Each university is encouraged to provide support and assistance programs for victims, as appropriate.

(11) Each university shall establish a committee for the periodic evaluation of its student disciplinary system. At least one-half of the committee members shall be students appointed by the student body president.

(12) At least once every 5 years, the committee created by s. 120.81(1)(g), F.S., shall periodically review and evaluate this rule to determine that it ensures fairness and due process in disciplinary proceedings involving students in the State University System and systemwide accountability for the proper functioning of the student judicial system at each of the universities.

*Specific Authority 120.81(1)(g), 240.209(1) FS. Law Implemented 120.81(1)(g), 240.209(1) FS. History—New 2-18-85, Formerly 6C-6.105, Amended 4-29-01.*

#### **6C-6.0115 Observance of Religious Holy Days.**

(1) Each university shall adopt a policy on the observance of religious holy days in accordance with these minimum requirements and the requirements of Section 240.134, Florida Statutes.

(2) A student who wishes to observe a religious holy day of his or her religious faith will notify all of his or her instructors and be excused from class to observe the religious holy day.

(3) The student will be held responsible for any material covered during the excused absence, but will be permitted a reasonable amount of time to make up any work missed. Where practicable, major examinations, major assignments, and university ceremonies will not be scheduled on a major religious holy day.

(4) Students who are absent from academic or social activities because of religious observances will not be penalized.

(5) Each university shall provide a procedure for students to seek redress in cases where the students believe they have been denied educational benefits because of their religious belief or practice.

(6) The policy on the observance of religious holy days and the applicable procedure shall be included in the student handbook, university catalogue, or other material regularly distributed to university students and faculty members.

*Specific Authority 240.209(1), (3)(o), 240.134 FS. Law Implemented 240.209(1), (3)(o), 240.134 FS. History—New 3-29-89.*

#### **6C-6.015 Student Records and Reports.**

(1) Each university shall maintain records and reports of students in all programs conducted by each university under the authority of the Board.

(2) The president of each university shall designate custodians of student records and reports. The term "records" and "reports" mean those records, files, documents and other materials as defined in Section 228.093(2)(a), F.S., which contain information directly accessible to other professional personnel for purposes of this rule.

(3) Each university shall adopt rules for student records and reports which shall include the right of waiver of access, right to challenge and hearing, right of privacy, directory information, transfer of records and security of records. The rules shall also provide for annual notification of parents and students regarding rights relating to student records and reports and regarding the location and availability of university's rules on student records and reports as outlined in Section 228.093(4), F.S.

(4) Provisions shall be made by each university for permitting the student or the parent or guardian of dependent students as defined in Title 26 U. S. C. Section 152 (Section 152 of Internal Revenue Code of 1954) who is or has been in attendance in the university to inspect and review the student records and reports.

(a) Requests for student lists and for access to student records and reports or for copies or explanation thereof pursuant to Section 228.093, F.S., shall be presented in writing on a form specified by the university.

(b) Access to any report or record requested under Section 228.093(3)(a)2., F.S., will be granted within 30 days after receipt of the request by the institution.

(5) Student records and reports shall be open to inspection only as provided in Section 228.093, F.S., or upon the order of a court of competent jurisdiction.

*Specific Authority 240.209(1), (3)(m), 240.237 FS. Law Implemented 228.093(2), (3), (4), 240.209(1), (3)(m), 240.237 FS. History—Formerly 6C-2.67, 6-25-73, Amended and Renumbered 12-17-74, Amended 5-27-75, 5-9-79, 8-11-85, Formerly 6C-6.15.*

#### **6C-6.016 Summer Session Enrollment.**

All students entering a university in the State University System with fewer than 60 semester hours credit shall be required to earn at least 9 semester hours prior to graduation by attendance at one or more summer sessions. University presidents or their designees may waive the application of this rule in cases of unusual hardship to the individual.

*Specific Authority 240.209(1), (3)(r) FS. Law Implemented 240.209(1), 240.227(17) FS. History—New 6-12-75, Amended 6-25-80, Repromulgated 8-11-85, Formerly 6C-6.16, Amended 1-8-92, 8-19-92, 9-23-93, 11-27-95.*

#### **6C-6.017 Criteria for Awarding the Baccalaureate Degree.**

Prior to receiving a baccalaureate degree from any university in the State University System, a student must satisfy the following requirements in order to be considered eligible for graduation:

(1) Completion of requirements in English and Mathematics as prescribed by the State Board of Education in Rule 6A-10.030, F.A.C.;

(2) Presentation of passing scores on all four subtests of the College-Level Academic Skills Test (CLAST) as required by Rule 6A-10.0314, F.A.C.; unless the student meets the requirements of subsection 6A-10.0311(5), F.A.C., or Sections 240.107(9)(a), (b), or (c), F.S.

(3) Completion of any other degree program requirements as specified by the university.

*Specific Authority 240.209(1), (3)(r) FS. Law Implemented 240.209(1), 240.107(9) FS. History—New 8-9-83, Amended 8-11-85, Formerly 6C-6.17, Amended 9-28-86, 10-19-88, 11-27-95.*

#### **6C-6.018 Substitution or Modification of Requirements for Program Admission, Undergraduate Transfer, and for Graduation by Students with Disabilities.**

(1) A university shall provide reasonable substitution or modification for any requirement for admission into an undergraduate or graduate program of study, or for entry into the upper division, or for graduation for any student who is hearing impaired, visually impaired, or dyslexic, or who has a specific learning disability where documentation can be provided that the student's failure to meet the requirement is related to the disability, and where the failure to meet the requirement does not constitute a fundamental alteration in the nature of the program.

(2) In determining whether to grant a substitution or modification, a university will consider pertinent documents including, but not limited to, a physician's statement, vocational rehabilitation records, and school records maintained as a result of the exceptional child provisions of Public Law 94-142. The State Board of Education has prescribed in Rule 6A-10.041, F.A.C., the definitions of disabilities to which this Rule 6C-6.018, F.A.C., applies, and each university will provide the student the opportunity to present evidence to support his or her disabilities, and an appeals process.

*Specific Authority 240.209(1), (3)(p) FS. Law Implemented 240.209(1), 240.152, 240.153 FS. History—New 4-20-87, Amended 9-15-91.*

#### **6C-6.022 Veterans' Benefits - Inmate Students.**

No university may certify an inmate student in a correctional facility for Veterans' Administration benefits when the education program is being provided through state funding at no cost to the inmate student.

*Specific Authority 240.209(1), (3)(r) FS. Law Implemented 240.209(1), 240.235 FS. History—New 11-7-79, Amended 8-11-85, Formerly 6C-10.11, 6C-10.011.*