Academic Programs
Undergraduate Curricula

Undergraduate Curricula at IIT

IIT combines excellence in academic preparation for professional careers with opportunities for practical experience in the major branches of engineering, the sciences, mathematics, architecture, computer science, business, and liberal arts. IIT Core Curriculum requirements are described on page 25. Specific degree requirements are described in the departmental listings beginning on page 26. For minors, see pages 172–175.

Undeclared Majors

Students who are unsure of their career choices may enter IIT as undeclared or open majors. During the first year of study, undeclared majors take required IIT Core Curriculum courses in science, mathematics, computer science, humanities, and social science. These courses provide the foundation for nearly all of IIT’s major programs. Because core curriculum courses apply to all majors, most students may wait as late as the sophomore year to declare their major and still graduate on time.

Department, Degrees, and Certificates

Applied Mathematics Department
- Bachelor of Science in Applied Mathematics

College of Architecture
- Bachelor of Architecture

Biological and Chemical Sciences Department
- Bachelor of Science in Biochemistry
- Bachelor of Science in Biology
- Bachelor of Science in Chemistry
- Bachelor of Science in Molecular Biochemistry and Biophysics
- Certificate in Premedical Sciences

Biomedical Engineering Department
- Bachelor of Science in Biomedical Engineering

Stuart School of Business
- Bachelor of Science in Business Administration

Chemical and Biological Engineering Department
- Bachelor of Science in Chemical Engineering

Civil, Architectural, and Environmental Engineering Department
- Bachelor of Science in Civil Engineering
- Bachelor of Science in Architectural Engineering
- Bachelor of Science in Engineering Management
- Certificate in Engineering Graphics and CAD

Computer Science Department
- Bachelor of Science in Computer Science
- Bachelor of Science in Computer Information Systems

Electrical and Computer Engineering Department
- Bachelor of Science in Electrical Engineering
- Bachelor of Science in Computer Engineering

Humanities Department
- Bachelor of Science in Communication
- Bachelor of Science in Digital Humanities
- Bachelor of Science in Humanities

Industrial Technology and Management Department – School of Applied Technology
- Bachelor of Industrial Technology and Management
- Certificate in Industrial Technology and Management

Information Technology and Management Department – School of Applied Technology
- Bachelor of Information Technology and Management

Mathematics and Science Education Department
- Mathematics and Science Education Secondary Science or Mathematics Teaching Licensure

Mechanical, Materials, and Aerospace Engineering Department
- Bachelor of Science in Mechanical Engineering
- Bachelor of Science in Materials Science and Engineering
- Bachelor of Science in Aerospace Engineering

Physics Department
- Bachelor of Science in Applied Physics
- Bachelor of Science in Physics
- Bachelor of Science in Physics Education

Psychology Department
- Bachelor of Science in Applied Analytics
- Bachelor of Science in Behavioral Health and Wellness
- Bachelor of Science in Consumer Research, Analytics, and Communication
- Bachelor of Science in Psychology
- Certificate in Industrial Training

Social Sciences Department
- Bachelor of Science in Political Science
- Bachelor of Science in Social and Economic Development Policy
- Bachelor of Science in Sociology
Co-Terminal Degrees

Co-terminal degrees allow outstanding IIT undergraduate students to simultaneously complete both an undergraduate and graduate degree (Bachelor’s degree and Master’s degree).

Co-terminal degrees provide an opportunity for students to gain greater knowledge in specialized areas while completing a smaller number of credit hours. Because most co-terminal degrees allow students to share course credit (a maximum of 9 credit hours), students may complete both a Bachelor’s and Master’s degree in as few as five years. All degree requirements must be completed within six years of undergraduate matriculation, or the student will be dismissed from the co-terminal degree program.

Co-terminal students maintain their undergraduate student status while completing graduate coursework, and can maintain financial aid eligibility when applicable.

The following are co-terminal degrees approved as of July 2014. Please consult the Graduate Admission website for an updated degree list: admissions.iit.edu/graduate

Applied Mathematics
Bachelor of Science in Applied Mathematics/Master of Science in Applied Mathematics
Bachelor of Science in Applied Mathematics/Master of Computer Science
Bachelor of Science in Applied Mathematics/Master of Science in Computer Science

Architecture
Bachelor of Architecture/Master of Construction Engineering and Management

Biological and Chemical Sciences
Bachelor of Science in Biochemistry/Master of Biology with Biochemistry specialization
Bachelor of Science in Biochemistry/Master of Science in Biology with Biochemistry specialization
Bachelor of Science in Biochemistry/Master of Food Safety and Technology
Bachelor of Science in Biology/Master of Biology
Bachelor of Science in Biology/Master of Science in Biology
Bachelor of Science in Biology/Master of Computer Science
Bachelor of Science in Biology/Master of Science in Computer Science
Bachelor of Science in Biology/Master of Food Safety and Technology
Bachelor of Science in Chemistry/Master of Food Safety and Technology

Biomedical Engineering
Bachelor of Science in Biomedical Engineering/Master of Biomedical Imaging and Signals
Bachelor of Science in Biomedical Engineering/Master of Chemical Engineering

Business Administration
Bachelor of Science in Business Administration/Master of Public Administration

Chemical, Biological, and Food Process Engineering
Bachelor of Science in Chemical Engineering/Master of Biological Engineering
Bachelor of Science in Chemical Engineering/Master of Chemical Engineering
Bachelor of Science in Chemical Engineering/Master of Environmental Engineering
Bachelor of Science in Chemical Engineering/Master of Food Process Engineering

Civil and Architectural Engineering
Bachelor of Science in Architectural Engineering/Master of Architectural Engineering
Bachelor of Science in Architectural Engineering/Master of Construction Engineering and Management
Bachelor of Science in Architectural Engineering/Master of Structural Engineering
Bachelor of Science in Civil Engineering/Master of Construction Engineering and Management
Bachelor of Science in Civil Engineering/Master of Environmental Engineering
Bachelor of Science in Civil Engineering/Master of Geotechnical Engineering
Bachelor of Science in Civil Engineering/Master of Structural Engineering
Bachelor of Science in Civil Engineering/Master of Transportation Engineering

Computer Science
Bachelor of Science in Computer Science/Master of Science in Applied Mathematics
Bachelor of Science in Computer Science/Master of Computer Science
Bachelor of Science in Computer Science/Master of Science in Computer Science
Bachelor of Science in Computer Science/Master of Intellectual Property Management and Markets

Electrical and Computer Engineering
Bachelor of Science in Computer Engineering/Master of Electrical and Computer Engineering
Bachelor of Science in Computer Engineering/Master of Science in Computer Engineering
Bachelor of Science in Computer Engineering/Master of Science in Electrical Engineering
Bachelor of Science in Computer Engineering/Master of Computer Science
Bachelor of Science in Computer Engineering/Master of Science in Computer Science
Bachelor of Science in Computer Engineering/Master of Science in Electrical Engineering
Bachelor of Science in Computer Engineering/Master of Computer Science
Bachelor of Science in Computer Engineering/Master of Science in Electrical Engineering

Electrical and Computer Engineering
Bachelor of Science in Electrical Engineering/Master of Science in Electrical Engineering
Undergraduate Curricula

**Industrial Technology and Management**
Bachelor of Industrial Technology and Management/
Master of Industrial Technology and Operations

**Information Technology and Management**
Bachelor of Information Technology and Management/
Master of Cyber Forensics and Security
Bachelor of Information Technology and Management/
Master of Information Technology and Management

**Mechanical, Materials, and Aerospace Engineering**
Bachelor of Aerospace Engineering/Master of Materials Science Engineering
Bachelor of Aerospace Engineering/Master of Mechanical and Aerospace Engineering
Bachelor of Mechanical Engineering/Master of Materials Science Engineering
Bachelor of Mechanical Engineering/Master of Mechanical and Aerospace Engineering

**Physics**
Bachelor of Science in Physics/Master of Health Physics
Bachelor of Science in Physics/Master of Science in Physics
Bachelor of Science in Physics/Master of Computer Science
Bachelor of Science in Physics/Master of Science in Computer Science
IIT Core Curriculum

The core curriculum is designed to ensure that all IIT graduates have a basic understanding of certain essential areas of knowledge. The core curriculum sets minimal requirements. Most degree programs require additional courses in these areas. These additional course requirements are found in the departmental listings. Core curriculum requirements will not be waived. Substitutions may be considered upon written request to the Office of Undergraduate Academic Affairs. Approval will be granted on an individualized basis and then, only under extraordinary circumstances.

A. Writing and Communications
IIT recognizes the importance of critical thinking, writing, and oral communication in all academic pursuits and in professional practice. IIT is committed to a campus-wide program that engages students in the practice of written and oral communication in all disciplines. This program includes the following components:

1. Students who have not received transfer or AP credit for COM 101 at IIT must take the IIT English Proficiency Examination before starting classes at IIT. Within their first year at IIT, students who do not pass the IIT English Proficiency Examination must demonstrate basic writing proficiency by passing a composition course at IIT. This requirement applies to all students enrolling for an undergraduate degree.

2. Students must complete a minimum of 36 credit hours of courses with a significant written and oral communication component, identified with a (C) in this bulletin, with a minimum distribution as follows:
   (a) 12 hours in major courses.
   (b) 12 hours in non-major courses.
   (c) Full-time students should enroll in two (C)-designated courses, and part-time students should enroll in one (C)-designated course each academic year.

3. Students must contact the IIT Writing Center (see page 299) when referred by course instructors or academic advisors.

B. Humanities 200-level Course
All students must complete HUM 200, 202, 204, 206, 208, or any other HUM 200-level elective.

C. Human Sciences Module
All students must complete 18 credit hours subject to the following distribution requirements:

1. At least two Humanities courses (H designation) at the 300-level or above. Students may use foreign language courses at the intermediate and advanced level to fulfill 300-level requirements.

2. At least three Social or Behavioral Sciences courses. These courses are marked with an (S) in this bulletin. The courses must be distributed as follows:
   (a) At least one course at the 300-level or above.

   (b) Courses from at least two different fields.

   (c) At least six credits in a single field.

D. STEM Module
A minimum 16 credit hours is required between Mathematics and Natural Science or Engineering.

1. Mathematics: 5-6 credit hours
   The courses must be at the level of MATH 119 or above. BUS 221 and PSYC 203 also satisfy this requirement.

2. Natural Science or Engineering: 10-11 credit hours
   This component may be satisfied by courses in engineering, biology, chemistry, physics, or courses in architecture, food safety and technology, and psychology marked with an (N). These courses must be distributed as follows:
   (a) Two sequential natural science or engineering courses in a single field. (CHEM 124 with MS 201 satisfies this requirement.)
   (b) At least one natural science or engineering course in a second field.

3. Computer Science: 2 credit hours
   All students must take CS 104, 105, 110, 115, 116, 201, ARCH 107, ITM 311, or a computer science course at the 300-level or above.

E. Collaborative Interdisciplinary and/or Professional Experience
All students must take 8 credit hours as follows:

1. Introduction to the Profession: 2 credit hours
   Students must complete this requirement in their first year. Students entering with 30 hours or more of transfer credit may have this requirement waived with department approval. If waived, the total credit hours required for the degree still must be satisfied.

2. Interprofessional Projects (IPRO): 6 credit hours
   Students will participate in at least two Interprofessional Project experiences. These projects develop communication, teamwork, and leadership skills, as well as an awareness of economic, marketing, ethical, and social issues within the framework of a multidisciplinary team project. The project teams will be integrated across academic programs and at different levels within programs. Students who complete an ROTC minor are exempt from one of the two IPRO requirements.
Academic Policies and Procedures

Academic Loads

The average full-time academic load during the fall or spring semester is 15 credit hours. The minimum registration required for full-time status for those semesters is 12 credit hours. Full-time degree-seeking students who wish to enroll for more than 18 credit hours or part-time degree-seeking students who wish to enroll in 9 to 11 credit hours must obtain permission from their academic dean.

Students who wish to enroll in more than two courses during the summer term must obtain permission from the Office of Undergraduate Academic Affairs.

Academic Program Audit

An academic audit provides a summary of a student’s academic status to date and lists the courses to be completed in order to receive a degree. Students can request an official academic audit from the Office of Undergraduate Academic Affairs after they have earned a minimum of 60 semester hours, 90 semester hours for architecture students. Students may request an official academic audit through the Academic Affairs channel in the IIT Portal.

Students may also review academic progress towards their degree through the DegreeWorks channel in the IIT portal.

Academic Progress, Probation, and Academic Suspension/Dismissal

All students who are degree candidates are expected to maintain satisfactory academic progress. This includes earning satisfactory grade point averages (GPA) and maintaining a satisfactory rate of progress toward the completion of their degree programs.

Students who do not earn at least a 2.00 cumulative GPA, a 1.85 current GPA, or a 2.00 major GPA are placed on academic probation.

Degree-seeking students are required to maintain a satisfactory rate of progress.

- Full-time students must earn a minimum of 12 credit hours per semester applicable to their degrees.
- Part-time students must maintain a satisfactory rate of progress which will enable them to graduate within 12 academic years after achieving degree-seeking status.

Students who do not maintain a satisfactory rate of progress in a given semester may be placed on probation based on the recommendation from the student’s academic advisor, department associate chair, and academic dean. Probation may affect financial aid. See Student Eligibility Requirements to Receive Federal and State Financial Assistance on page 12.

Students on probation are not permitted to:

- Register for more than 15 credit hours per semester unless they receive approval from the associate dean of their college.
- Hold an elected or appointed office in any student organization. Probation does not affect membership in a student organization.
- Participate in the Cooperative Education Program unless approved by the vice provost for Undergraduate Academic Affairs.

Academic probation may affect a student’s eligibility to participate in varsity athletic sports.

Students who are on academic probation for two consecutive semesters are candidates for academic suspension from IIT.

The progress of non-degree students also is reviewed and any student who does not maintain good academic standing is subject to being placed on probation or academic suspension.

A student placed on academic suspension by the University may petition the Academic Standing Committee to review the suspension. The student must present substantial academic or other relevant new evidence not available at the time of suspension in support of the petition for reinstatement. The chair of the Academic Standing Committee will determine whether the new documentation warrants a further review of the case.
Advising

Each undergraduate student is assigned a faculty academic advisor who is available to discuss opportunities and career plans in the student’s chosen field and to plan and approve coursework to meet departmental and university requirements. Students are urged to consult their advisors when questions arise.

Department advisors, the director of undergraduate advising, and advisors in Office of Undergraduate Academic Affairs are also available to answer questions and interpret policies regarding university requirements and academic procedures.

Change of Major or Declaration of Additional Majors

Students considering either a change of major or concurrently pursuing a second undergraduate degree or major should consult the departmental associate chair regarding program requirements and career opportunities in the new degree program.

Students may also review requirements for the new degree program by performing a “What If” audit using DegreeWorks. Students may access the DegreeWorks channel through the IIT portal.

An advisor in the Office of Undergraduate Academic Affairs can also assist a student in the selection of a suitable major. A student who wishes to change or declare a major or concurrently pursue an additional undergraduate degree program must obtain these forms from the Office of Undergraduate Academic Affairs or at www.iit.edu/ugaa. Approval from the intended major department is required.

Change of Status

Students who wish to change a classification and/or registration status must complete the applicable procedures listed below no later than two weeks prior to registration.

- Students changing from full-time degree-seeking status to part-time degree-seeking status must notify the Office of Financial Aid if they are receiving financial aid. International students with student visas must be registered as full-time students and are not permitted to change to part-time status.
- Students changing from part-time degree-seeking status to full-time degree-seeking status must inform their department and obtain the necessary advisor’s approval for a full-time course load. Also, students in this category who wish to apply for financial aid must notify the Office of Financial Aid regarding their change of status.
- Students changing from non-degree status to full-time or part-time degree-seeking status must contact the Office of Undergraduate Academic Affairs. Students must have completed at least one semester of relevant coursework at IIT and must be in academic good standing in order to be eligible for changing their status.
- Students changing from graduate status to undergraduate full-time or part-time status must submit an application for admission to the Office of Undergraduate Admission.

Code of Academic Honesty

IIT expects students to maintain high standards of academic integrity. Students preparing for the practice of a profession are expected to conform to a code of integrity and ethical standards commensurate with the high expectations society places on practitioners of a learned profession. No student may seek to gain an unfair advantage over another. The Code of Academic Honesty is explained in the IIT Student Handbook and all students are expected to know and adhere to this code.
Credit by Examination

Credit may be earned through the following examination procedures. Total credit from proficiency examinations and the College Level Examination Program may not exceed 18 semester hours. There is no limit for Advanced Placement (AP) credit.

College Level Examination Program (CLEP)

For these examinations, which are administered by the College Entrance Examination Board, IIT will award credit under the following conditions:

- The CLEP examination and the score achieved meet the standards of the IIT department that offers courses in the area of the examination.
- The CLEP examination is taken before the student enters IIT.
- Students must observe all rules of the College Level Examination Program regarding the taking of CLEP examinations.

NOTE: Previous acceptance of the examination by another institution does not imply acceptance by IIT.

Proficiency Examinations

Any student who believes that, through self-study or outside experience, he or she has gained the substantive equivalent of the content of a specific course may ask for an examination. With the approval of the chair of the department offering the course and the Office of Undergraduate Academic Affairs, a proficiency examination will be administered. This is a graded exam and the letter grade will be entered on the permanent record. Proficiency examinations are not allowed for courses in which the student has previously enrolled and must be completed before a student’s final 45 semester hours of enrollment at IIT. The Credit by Examination Form may be obtained in the Office of the Registrar and a per-credit-hour fee is charged for each examination.

Dean’s List

Every semester the names of all undergraduate students who have completed at least 12 graded hours with a semester GPA of 3.50 or better appear on the Dean’s List.

Grade Appeal

The assignment of letter grades (see grade legend) is at the discretion of the course instructor, and except for unusual circumstances, the assigned course grade is final.

Undergraduate students who want to appeal a letter grade assigned in a course should first confer directly with the course instructor. If the student and instructor cannot come to an agreement, the student should contact the chair of the instructor’s department. If necessary, the student can appeal to the dean of the instructor’s college.
### Grades

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Description</th>
<th>Instructor Assigned</th>
<th>Performance Evaluated</th>
<th>Attempted Hours</th>
<th>Earned Hours</th>
<th>Quality Points</th>
<th>Quality Hours</th>
<th>GPA Hours</th>
<th>FinAid Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>excellent</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>4.00</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>B</td>
<td>above average</td>
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<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>3.00</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>C</td>
<td>average</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>2.00</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>D</td>
<td>below average</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>1.00</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>E</td>
<td>fail</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>0.00</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>I</td>
<td>incomplete</td>
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<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>0.00</td>
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</tr>
<tr>
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<td>non-attendance</td>
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<td>0.00</td>
<td>✓</td>
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<tr>
<td>S</td>
<td>satisfactory</td>
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<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>0.00</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>U</td>
<td>unsatisfactory</td>
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<td>✓</td>
<td>✓</td>
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<td>✓</td>
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</tr>
<tr>
<td>P</td>
<td>pass</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>0.00</td>
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</tr>
<tr>
<td>F</td>
<td>fail</td>
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<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>0.00</td>
<td>✓</td>
<td>✓</td>
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</tr>
<tr>
<td>AU</td>
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<td>0.00</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>W</td>
<td>withdrawal(student initiated)</td>
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<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>0.00</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>X</td>
<td>no grade submitted</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>0.00</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>NG</td>
<td>non-graded</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>0.00</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
</tbody>
</table>

### Grade Notes

- **AU**: Grade basis elected by student at point of registration. Permanent administrative grade automatically applied. An audit request must be submitted at the time of registration and courses may not be changed to or from audit after the registration period. There is no credit given for an audited course. Regular tuition rates apply.

- **D**: Used for undergraduate students only; not used to evaluate graduate level course work.

- **I**: The student must request this temporary grade from the instructor through the incomplete grade request process prior to the week of finals. The I grade is automatically posted when the Registrar’s Office receives the approved request. A written agreement between the student and instructor must detail the remaining requirements for successful completion of the course. A grade of I will be assigned only in case of illness or for unusual or unforeseeable circumstances that were not encountered by other students in the class and that prevent the student from completing the course requirements by the end of the semester. Grades of I will automatically change to E on the published deadline of the subsequent term.

- **NA**: Apparent withdrawal as a result of the student never attending a registered section.

- **NG**: Grade for a course in which no evaluation is recorded. Permanent administrative grade automatically applied.

- **P/F**: Used for non-degree continuing education courses. All Continuing Education Unit (CEU) courses are graded on a pass/fail basis.

- **R**: Temporary grade indicating coursework is scheduled to extend beyond the end of term. The grade of R has same impact as an I grade until final letter grade is submitted. The grade of R does not expire or change to another grade.

- **S/U**: Graduate level courses only. Used for 591, 594, 600, 691, non-credit courses, and other courses approved by the Graduate Studies Committee. Not to be used for 597 variable topics courses.

- **W**: Permanent administrative grade automatically applied when student withdraws before deadline (60% of term). Grade of W does not affect GPA, and no credit hours are awarded for a grade of W.

- **X**: Temporary administrative grade automatically applied to blank grade rosters at grading deadline.
Grading Procedure

Online submission of final grades are due on the published deadline following final exams. Grades of X are posted for all missing (blank) grades at that time and are resolved through the grade change process. All grade changes are initiated by the instructor of record or authorized academic officer. Current temporary grades of I, R, and X can be changed by the instructor directly with the Office of the Registrar to a final letter grade of: A, B, C, D, E, or S/U, if the class has a pass/fail grading basis of satisfactory/unsatisfactory. Temporary grades of I or R cannot be changed to another temporary or a non-letter, administrative grade of: I, R, NA, AU, W, or X. Other grade changes may require an additional level of approval by an academic officer or appeals committee. Changes to final grades cannot be made once a degree has been posted for the career in which the course was taken, or in the case of a student’s voluntary separation from the University.

Grade Point Average

The grade point average (GPA) is determined by dividing the total number of grade points earned by the total number of graded semester hours. Graded semester hours include courses graded A, B, C, D, and E. All courses taken at IIT apply to the cumulative GPA, including those that do not apply toward graduation.

Repeating Courses for a Grade Change

Undergraduate students may repeat a course for a change of grade. A request to repeat a course for a change of grade must be submitted through the DegreeWorks, channel in the IIT Portal, during registration. Both grades will be recorded on all transcripts issued. Only the second grade will be used to compute the GPA, even if the second grade is lower, except when the second grade is I, R, S, U, W, X, or AU. The course repeat policy is as follows:

- Both the grade and credit hours are removed if a course is repeated for a grade change.
- A course repeated for a grade change must be taken within one calendar year after initial enrollment in that course or the next time it is offered (whichever is longer).
- The same course may be repeated only once for a change of grade.
- No more than three courses may be repeated for a grade change in a student’s career.
- Re-registration for courses in which a student received a passing grade requires the approval of the student's academic advisor and academic dean.
- If a course is no longer offered by the University, the provision to repeat the course for a grade change does not apply.

Graduate Course Enrollment Approval

All undergraduate students who wish to enroll in a graduate 500-level course must obtain approval from their faculty advisor. All undergraduate students who enroll in graduate courses are governed by the graduate grading system for those courses.
Graduation Requirements

Every student is responsible for fulfilling graduation requirements as specified in the IIT Bulletin in effect at the time of his or her admission to IIT. If those curriculum requirements change before the student completes a specified degree program, he or she may follow a curriculum in a subsequent IIT Bulletin with the approval of his or her academic unit head. When an earlier curriculum is no longer available, the individual degree program of a student who has been following this earlier curriculum will be modified by his or her academic unit head.

The student has the ultimate responsibility to fulfill degree requirements, to attain eligibility to enroll in particular courses, and to comply with all applicable academic rules governing his or her academic program.

NOTE: Students must file an Application for Graduation Form at the beginning of the semester in which they plan to graduate. Failure to do so may result in the postponement of the student’s graduation. Please refer to the IIT Calendar on page 3 for specific deadlines.

Undergraduate students must complete:

- All required courses in their major program.
- Credit hour requirements as appropriate to their major (a minimum of 126 hours).
- Core Curriculum and special academic requirements as shown on page 25.
- Residence requirements as outlined on page 280.
- A minimum cumulative GPA of 2.00 and a minimum GPA of 2.00 in the student’s major department courses. A student who completes all course requirements with an average below the minimum grade point requirements may, with permission of his or her department chair and academic dean, take additional courses to raise the GPA.
- Completion of all the above within a period of eight calendar years from the semester of initial admission for full-time students or 12 calendar years for part-time students after achieving degree-seeking status. A student may petition their major department and academic dean to have this period extended. If the petition is approved, this extension may involve additional compensating academic requirements.
- Payment of all financial obligations to the University.

All incomplete coursework must be submitted to the instructor prior to the date of graduation. A recorded grade of I (incomplete) in a course required for graduation will result in deferral of that student’s graduation until the next semester. A new application for graduation must be submitted for that semester.

Graduation with Honors

A student must complete a minimum of 60 graded semester hours at IIT in order to receive the award of “summa cum laude”, “magna cum laude”, or “cum laude”. A student who has a GPA of 3.90 and higher will graduate with “summa cum laude” honors; a student who has a GPA between 3.80-3.899 will graduate with “magna cum laude” honors; and a student who has a GPA between 3.50-3.799 will graduate with “cum laude” honors.

Leave of Absence

Undergraduate degree-seeking students who wish to withdraw from the University with the intention of returning to complete their degree program may apply for a Leave of Absence. All requests for a Leave of Absence begin with the One Stop. This designation cannot exceed one academic year; however, it may be extended if the proper documentation is submitted. The Leave of Absence form can be found on the Academic Affairs channel in the IIT Portal.

Students on a medical Leave of Absence may be required to contact the Student Health and Wellness Center and/or submit documentation from a health care professional relating to treatment prior to resuming their studies.

International students must comply with additional regulations when requesting a Leave of Absence. See www.iit.edu/~internat for additional details.

The Leave of Absence policy is explained in more detail in the IIT Student Handbook.
Return from Leave

Students wishing to return from a Leave of Absence should contact the One Stop (onestop@iit.edu) to begin the process. The request for Return from Leave and all supporting documents must be submitted prior to the deadline specified on the IIT Calendar.

Students must submit official transcripts from all colleges and universities attended since last enrolled at IIT. In some cases, additional interviews may be required to process a Return from Leave.

International students must contact the International Center in addition to submitting a request to Return from Leave. See www.iit.edu/~internat.

Registration

Registration and Class Attendance

Students are required to register for all classes in which they participate, attend, and/or submit coursework for evaluation. No credit will be granted for any course for which the student did not properly register before the last day to add a class for the semester. Students are required to be registered to make use of university facilities. Students who are in an exchange, study abroad, or cooperative education program also must be registered for their particular programs.

All students are expected to attend classes regularly. Excessive absences may be grounds for a failing grade. Non-attendance does not constitute an official withdrawal. When illness or emergency requires a student to miss more than two days of class, the student must notify the course instructor. It is also recommended that the student contact the dean of students and the director of undergraduate advising.

Priority Registration

Undergraduate students are allowed to register for an upcoming term based on their student classification (see page 281), which is determined by earned credit hours. In-progress credit hours are not used in determining registration priority. All graduate students, U5 (fifth-year) undergraduates, and U4 (fourth-year) undergraduates can register on the first day of registration. All U3 (third-year) undergraduates can register on the second day of registration. All U2 (second-year) undergraduates can register on the third day of registration. All U1 (first-year) undergraduates can register on the fourth day. Open registration begins on the fifth day for all other students.

Registration Holds and Controls

Students with unpaid balances, disciplinary sanctions, unmet immunization requirements, or other such conditions to warrant a registration hold are prevented from enrolling in classes until the condition is resolved and the hold is removed.

Registration controls including prerequisites, corequisites, maximum hours, level, and program restrictions may also exist to limit or prevent registration in specific circumstances. Students should consult their advisor, resolve all holds, and take note of any registration restrictions that pertain to their student status and course selection, prior to their appointed registration date for an upcoming term.

For more information, go to www.iit.edu/registrar/registration_tools.

Residence Requirements

All undergraduate degree-seeking students must observe the following residence requirements:

- Once enrolled at IIT, a student is not permitted to enroll at another institution without obtaining permission. A student must submit an academic petition to the Office of Undergraduate Academic Affairs for approval prior to registration at another institution.
- A course failed at IIT must be repeated at IIT. No transfer credit will be awarded for any course equivalent to a course failed at IIT.
- The final 45 semester hours of work must be completed in residence at IIT. Any proficiency examinations or enrollment at another institution must be completed before this period.
- A student must complete a minimum of 45 semester hours at IIT in order to be eligible for a Bachelor’s degree from IIT.
Second Bachelor’s Degree

A student whose first degree is granted by IIT must complete a minimum of 15 additional credit hours at IIT. A student whose first degree was awarded by another institution must complete a minimum of 45 additional credit hours at IIT. All other graduation requirements apply for the second degree. The GPA required for “summa cum laude”, “magna cum laude”, and “cum laude” for the second degree includes all IIT coursework.

Student Academic Petitions

A student may request a review of decisions concerning academic status or regulations by submitting an academic petition to the Office of Undergraduate Academic Affairs. Students who wish to take a course at another institution during the summer must submit an academic petition to the Office of Undergraduate Academic Affairs prior to the registration at another institution to guarantee transfer of credit in accordance with university policies.

Student Classification

The following table describes classifications for undergraduate students currently in effect at the Illinois Institute of Technology. Classification is based on total earned hours in a student’s undergraduate career.

<table>
<thead>
<tr>
<th>Classification</th>
<th>Earned Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>First-Year Undergraduate (U1)</td>
<td>0-29.9</td>
</tr>
<tr>
<td>Second-Year Undergraduate (U2)</td>
<td>30-59.9</td>
</tr>
<tr>
<td>Third-Year Undergraduate (U3)</td>
<td>60-89.9</td>
</tr>
<tr>
<td>Fourth-Year Undergraduate (U4)</td>
<td>90-130.9</td>
</tr>
<tr>
<td>Fifth-Year Undergraduate (U5+)</td>
<td>131+</td>
</tr>
</tbody>
</table>

Transcripts

Official transcripts are requested through the Office of the Registrar and are only released with the expressed consent and authorization of the student, in compliance with (FERPA) the Family Educational Rights and Privacy Act of 1974. The secured document is certified as of the printing date and is not valid if altered in any way or opened by someone other than the intended recipient. Official transcripts are released only after the student has fulfilled all financial obligations to the University. Official transcripts issued directly to the student making the request are stamped “ISSUED TO STUDENT”. A fee is charged for each transcript issued.

Unit of Credit

Academic credit is recorded in semester hours. Each semester hour represents one 50-minute period per week for a 16-week semester. IIT follows the standard Carnegie Unit, requiring 750 contact minutes of instruction per credit hour, regardless of the length of the term.

Withdrawal from the University

Undergraduate degree-seeking students who withdraw from all of their courses are in effect withdrawing from the University. Non-attendance does not imply withdrawal. All requests for Withdrawal begin with the One Stop which will provide assistance with the successful resolution of all outstanding obligations to the University. The Withdrawal Form can be found in the Academic Affairs channel in the IIT Portal.

International students must comply with additional regulations when withdrawing from the University. See www.iit.edu/~internat.

Any undergraduate student who is not in attendance for a semester must apply for Reinstatement in the Office of Undergraduate Academic Affairs.
Reinstatement

Students who have withdrawn and now wish to return to IIT should contact the Office of Undergraduate Academic Affairs (ugaa@iit.edu) to begin the process. The request for Reinstatement must be submitted prior to the deadline specified on the IIT calendar.

Students must submit official transcripts from all colleges and universities attended since last enrolled at IIT. In some cases, additional interviews may be required for Reinstatement.

International students must contact the International Center in addition to submitting an application for Reinstatement. See www.iit.edu/~internat for more information.