UoPeople Undergraduate Preview (UNIV 0001)
Selected Articles for use in the Student Portal

Office of Student Affairs
January 2017

The ABC's of Course Registration

University of the People opens course registration for students over a 3-week period every term, and students are notified by the Office of Student Services when the registration portal will be opened for their group based on their class standing which is determined by the total number of credits they have completed at the University (e.g., seniors 90 credits or more, juniors 60 credits or more etc.) Course registration takes place in the Student portal at https://students.uopeople.edu/login.aspx and seats are filled on a first-come, first-served basis.

With the exception of a student's first term at UoPeople, students themselves register for their courses using the online course registration system, and
registration must be completed by the dates listed in the Academic Calendar.
http://www.uopeople.edu/become-student/academic-calendar/academic-calendar-2016-2017-2/.

Where does Course Registration take place?

Course Registration at UoPeople takes place in the Student portal at:
https://students.uopeople.edu/login.aspx

How many courses can students take each term at UoPeople?

The registration guidelines change for students depending on whether you are (1) enrolled in ENGL 0101 English Composition 1 to demonstrate English proficiency (2) studying in UoPeople Foundations as you are applying to be a Degree Seeking Student (3) a Non-degree student taking prerequisites to be admitted for graduate study, (4) a Degree Seeking Student, or (5) a graduate student. (Graduate Student registration restrictions will not be discussed here).

Registration Guidelines – Students Demonstrating English Language Proficiency

Students who need to demonstrate English language proficiency may elect ENGL 0101 English Composition 1 during their first term of study.

Registration Guidelines – UoPeople Foundations

Students studying in UoPeople Foundations who are applying for admission to be a Degree Seeking Student may enroll in up to 2 courses per term. The following registration restrictions apply:

- Students studying in UoPeople Foundations who maintain a cumulative grade point average (CGPA) of ≥ 2.50 may register and/or be enrolled in up to two (2) courses per term.
- Student studying in UoPeople Foundations who are on Academic Warning, Academic Probation, and/or have a CGPA below 2.50 may only register and/or be enrolled in one (1) course per term.

Registration Guidelines – for Non-degree Students Applying for Admission to a Graduate Degree Program

Non-degree students completing prerequisites required for graduate admission, may enroll in up to 2 courses per term. The following registration restrictions apply:

- Non-degree students who maintain a cumulative grade point average (CGPA) of ≥ 3.00 may register and/or be enrolled in up to two (2) courses per term.
- Non-degree students on Academic Warning, Academic Probation, and/or have a CGPA less than 3.00 may only register and/or be enrolled in one (1) course per term.

Registration Guidelines – Degree Seeking Students

Full-time Degree Seeking students may enroll in up to 2-3 courses per term, and part-time students may enroll in 1 course per term. The following registration restrictions apply:

- Degree Seeking Students who maintain a cumulative grade point average (CGPA) of ≥ 3.00 may register and/or be enrolled in up to three (3) courses per term.

- Degree Seeking Students on Academic Warning, Academic Probation, and Probation Continued and/or have a CGPA below 2.00 may only register and/or be enrolled in one (1) course per term.

Notes on the Registration Process

1. Students whose CGPA falls at the end of a given term to below the minimum CGPA required to be enrolled in the allowed number of courses for the following term, will be required to cancel courses by the first day of the term. Those who fail to meet this requirement to reduce their course load according to the stated policy will be automatically removed from any excess courses by the Office of Student Services.

2. Students whose CGPA improves at the end of a given term, which would otherwise allow them to register for additional courses for the next term, will not be able to add additional courses during late registration. They will be required to wait until registration opens during the 5th week of the following term to register for the additional number of allowed courses.

3. University of the People endeavors to fulfill all registration requests. In considering how many courses to take each term, students are reminded that they should carefully consider their other time commitments outside of the University when building their schedules, as each course requires a minimum of 15 hours of study per week; budgeting up to 17 hours a week per course is highly advisable.

Late Registration

A few days before each academic term begins, UoPeople opens a late registration period for three days only. Please keep in mind is that a limited number of courses are offered during late registration; therefore, you are discouraged from relying on the late registration period to register for courses for an upcoming term.

Mark your calendars now!

Late Course Registration dates are listed on the University of the People Academic Calendar and we recommend that you put the dates on your calendar.

Where does late registration take place?

Late registration, like regular registration, takes place in the Student Portal with the same guidelines and procedures as during the regular registration period.

Proctoring Requirement

University of the People students are required to successfully complete the required number of proctored exams prior to graduation according to their degree program. It is a condition of awarding a degree and diploma and students cannot graduate unless all required proctored exams are successfully completed.

How many proctored courses are required?

- Associate's Degree students beginning their studies at UoPeople in Term 2 of the 2011-2012 academic year are required to complete at least five course final exams under the supervision of an approved proctor.
- Bachelor's Degree students beginning their studies at UoPeople in Term 2 of the 2011-2012 academic year are required to complete at least eleven course final exams under the supervision of an approved proctor.

What happens if a student skips taking a proctored exam?

Students who do not take a proctored exam at the end of a course will be issued a failing grade in the course regardless of the student's prior performance in the course.[1][1]

Note that all University policies, including the Code of Academic Integrity, apply to proctored exams.

Proctor Requirements

It is the student's sole responsibility to choose a proctor, and proctors must meet several requirements:

- be responsible adults, such as a local official, supervisor at work, librarian, or a religious figure, and be at least 21 years old;
- be willing to comply with policies and procedures to ensure the *integrity* of the exam process;
- have adequate and reliable access to the Internet, including email services;

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[1] In the event that UoPeople implements the No Final (NF) grade during the 2016-17 academic year, students who do not take their final exams will be granted a NF (No Final) grade on their transcript for the course, and will be required to repeat the course and take the final examination within one year of receiving the NF grade.

- be available to be physically present with the student throughout the entire proctored exam.

The proctor cannot be a relative of the student, a student at UoPeople or an applicant, nor can the proctor have a conflict of interest or have any vested interest in the student's grade or performance on his/her exam. Students are strictly prohibited from offering the proctor any payment or other benefit in return for the proctor's willingness to supervise the exam.

The University reserves the right to verify a proctor at any time.

What is Proctor U?

Proctor U https://www.proctoru.com/ provides an online proctoring service and students may elect to pay ProctorU directly for its services or they may select an approved third-party individual or organization offering proctoring services. Students should be aware that they will be responsible for any fees incurred for this service.

The hiring of a third-party proctor is not required by UoPeople.

Regulations for the Exam

- Students must identify a proctor during online registration for courses that require a proctor by entering the proctor's first and last name, email address, telephone number, occupation, and place of residence. It is the student's sole responsibility to inform the Office of Student Services of any changes to the proctor's contact information.

- UoPeople reserves the right to verify a proctor at any time by contacting the proctor directly in order to validate his/her identity and to assure that the proctor meets all the requirements. If UoPeople rejects a proctor, the student will be notified accordingly and it will be the student's sole responsibility to provide another proctor. Rejecting a proctor is at the sole discretion of UoPeople, and the University has no obligation to provide reasons for the decision.

- It is the student's sole responsibility to coordinate the date, time, and location of the final exam with the proctor. The final exam period starts on Thursday, Week 9 of the term at 12:05 am UoPeople Time (GMT-5 time zone) and ends the following Sunday at 11:55 pm UoPeople Time (GMT-5 time zone). The proctored exam must be taken within this time period. UoPeople will send the proctor a reminder a week before the exam.

- Students are advised not to schedule an exam too close to the end of the final exam period in case there are technical problems or other unexpected issues. This will ensure that there is sufficient time to receive support if needed.

Orientation Readings for use in the Student Portal

- A student will not be allowed to start a proctored exam without the presence of the proctor. Prior to starting the proctored exam, students must present to the proctor a government issued ID which will be used to identify the student. Once the student is identified, the proctor must enter the exam code in the exam password field after the student has logged into the course area. The code will be provided to the proctor by the Office of Student Services a week prior to the beginning of the exam.

- It is the student's sole responsibility to make sure that the proctor is available during the final exam period. A scheduling problem with the proctor will not be considered a legitimate reason for extending the exam or requesting a makeup exam.

Course Assessment Fees

UoPeople is a non-profit academic institution but charges course assessment fees which apply to all students studying at the University. We've prepared some key points for you here to remember that all apply to students studying at the undergraduate level at UoPeople. There are separate Course Assessment Fees for graduate students at UoPeople.

1. All Degree Seeking Students and all non-degree students are required to pay a Course Assessment Fee of $100 for every end of course assessment taken at the undergraduate level.

Non-degree students include all students studying in UoPeople Foundations, students enrolled in ENGL 0101 English Composition 1 to demonstrate English proficiency, students taking prerequisites to be admitted for graduate study, and any other student who is not in a degree program.

2. All applicants and/or students applying for academic renewal, including students who began their initial application to University of the People before August 27, 2012, are required to pay Course Assessment Fees.

3. For students who need to repeat courses at UoPeople: course assessment fees **are incurred** for students repeating courses at UoPeople; students will need to pay an additional Course Assessment Fee for each course taken.

4. Students who are applying to UoPeople for admission to a graduate level degree program who are completing prerequisite courses at the undergraduate level also pay a $100 Course Assessment fee per course required.

The amount for Course Assessment Fees is reviewed annually by UoPeople, and students will be notified if there is a change no later than June 1st each year.

Payment of Course Assessment Fees

Students are encouraged to plan, anticipate, and budget for all Course Assessment Fees payments to avoid interruption of their academic schedule. Payments for Course Assessment Fees are due **after** the drop/withdrawal period is over (which is the end of the 4th week of the term) and **before** the end of the final exam period.

We cannot emphasize enough that UoPeople provides a fairly substantial window (just over 4 weeks long) for students to pay for their Course Assessment Fees. We therefore encourage you to highlight these dates on your personal calendars accordingly for each of the 5 terms throughout the academic year.

If you are looking at the UoPeople Academic Calendar, please note the following two dates for each of the 5 terms: you may pay after the "Last Day - course withdrawal" for the term you are enrolled and you must pay before the "Final exam period ends" for the term you are studying. Those are the dates on the Academic Calendar to look for!

You may be asking how you can pay. Here's how:

Payments methods for Course Assessment Fees can be made online payment using a PayPal account or as a guest for payments via credit card, and offline payments such as Western Union, Money Gram, Western Union Global Pay or cashier's check.

All clarifications, questions, and requests for assistance regarding how to make payments should be directed to the Payments Office at payments@uopeople.edu.

What happens if students do not pay the Course Assessment Fee within the time required:

If a student takes the final exam and the Course Assessment Fees is not paid by the end of the final exam period, a financial hold will be placed on the student's file.

What exactly happens if a student is placed on financial hold?

In the event that a student is placed on a financial hold, (1) a student's course registrations for the upcoming term are cancelled and (2) a student cannot register for or to continue taking courses until all outstanding payments are made and the hold is removed.

What happens if a student has a financial hold but pays before the end of late registration?

Orientation Readings for use in the Student Portal

If all outstanding balances for Course Assessment Fees are paid before the end of late registration, students can register for courses during late registration and continue with their studies.

But please note that course selection during late registration typically does not have typically have a great selection of open seats for students wanting to register, so waiting to register during late registration should not be your first choice at all. Also, note that students who had previously registered for courses during the regular 3-week registration but did not pay their Course Assessment Fees in time do not get to necessarily re-register for the exact courses that they had registered for as those course spots will have already been canceled as soon as soon as the student is put on financial hold.

What happens if a student is trying to secure additional funding but cannot pay over an extended period of time?

Students may be on a financial hold for up to three terms. By the start of the fourth term if any outstanding payment is still due, the student will be administratively withdrawn from UoPeople. A student may request re-enrollment or reinstatement to the University, or apply for academic renewal, but only after any overdue payments are made in full.

What options are available to students who want to inquire about financial aid?

Students may review outstanding balances and payments due to the University inside the Student Portal. In the event that student cannot pay the Course Assessment Fees, they may request financial aid by contacting the Financial Aid Office at financial.aid@uopeople.edu. In this case, students should apply for a leave of absence (LOA) from the University.

Orientation Readings for use in the Student Portal

ASSOCIATE OF SCIENCE GENERAL EDUCATION REQUIREMENTS

Students pursuing an Associate of Science degree must complete the following 9 courses to fulfill the General Education requirements.

Foundational Requirements – 3 courses required

- Learning & Research Fundamentals – 1 course required

UNIV 1001 Online Education Strategies

- Mathematical Sciences – 2 courses required

     MATH 1201 College Algebra

     MATH 1280 Introduction to Statistics

Writing Requirement – 1 course required

- ENGL 1102 English Composition 2

Values and Ethical Reasoning – 1 course required

- PHIL 1404 Ethics and Social Responsibility

Civilization Studies, Culture and Belief – 1 course required

- HIST 1421 Greek and Roman Civilization

Disciplinary Areas of Knowledge Requirement – 3 courses required including 1 course in each of the following areas: Humanities (HU), Social and Behavioral Sciences (SBS), Natural Sciences and Technology (NST). Prerequisites for the major in Community and Public Health may satisfy disciplinary area of knowledge requirements.

BACHELOR OF SCIENCE GENERAL EDUCATION REQUIREMENTS

Students pursuing a Bachelor of Science degree must complete the following 11 courses to fulfill the General Education requirements.

Orientation Readings for use in the Student Portal

Foundational Requirements – 3 courses required

- Learning & Research Fundamentals – 1 course required

UNIV 1001 Online Education Strategies

- Mathematical Sciences – 2 courses required

    MATH 1201 College Algebra

    MATH 1280 Introduction to Statistics

Writing Requirement – 1 course required

- ENGL 1102 English Composition 2

Values and Ethical Reasoning – 1 course required

- PHIL 1404 Ethics and Social Responsibility

Civilization Studies, Culture and Belief – 1 course required

- HIST 1421 Greek and Roman Civilization

Disciplinary Areas of Knowledge Requirement – 5 courses required including 2 courses in Humanities (HU), 2 courses in Social and Behavioral Sciences (SBS), and 1 course in Natural Sciences and Technology (NST). Prerequisites for the major in Community and Public Health may satisfy disciplinary area of knowledge requirements.

The following courses are approved to meet the requirement for study in the three disciplinary areas.

Area	Course Title	Course Code	Prerequisites
Natural Sciences and Technology	Introduction to Biology	BIOL 1301	None
	Biology 1 for Health Studies Majors	BIOL 1121	None
	Introduction to Environmental Sciences	ENVS 1301	None
Social and Behavioral Sciences	Introduction to Economics	ECON 1580	None

Orientation Readings for use in the Student Portal

	Globalization	POLS 1503	None
	Introduction to Human Psychology	PSYC 1111	None
	Emotional Intelligence	PSYC 1205	None
	Introduction to Psychology	PSYC 1504	None
	Introduction to Sociology	SOC 1502	None
Humanities	Art History	AHIST 1401	None
	World Literature	ENGL 1405	None
	Introduction to Philosophy	PHIL 1402	None

Note: Any course listed with the department of a student's major may not be used to satisfy a disciplinary area of knowledge requirement.

Degree Level and Undergraduate Majors at UoPeople

Degree Seeking Students[2] at UoPeople may choose from two degree levels and three major programs of study:

- Associate of Science in Business Administration (AS-BA)
- Associate of Science in Community and Public Health (AS-CPH)
- Associate of Science in Computer Science (AS-CS)
- Bachelor of Science in Business Administration (BS-BA)
- Bachelor of Science in Community and Public Health (BS-CPH)
- Bachelor of Science in Computer Science (BS-CS)

Information on program goals and course requirements for each of the majors are provided in the UoPeople Catalog describing the specific programs of study.

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[2] Students who began their studies before Term 1 of the 2012-13 academic year are not eligible to elect an Associate or Bachelor's Degree in Community and Public Health

Inactivity Policy and Leave of Absence (LOA) Allowance

We want to be sure you understand UoPeople's policy on Inactivity first, and then you will better understand what is required if you plan to be an inactive at UoPeople during an upcoming term.

Inactivity Policy

UoPeople allows students to be inactive for up to three (3) consecutive terms **but** not inactive for more than three (3) terms in a given academic year (September to August). Under special circumstances such as military service, a student's inactivity may be extended for a maximum of five years.

What happens if you need to be inactive at UoPeople more than what is allowed by the University?

Students requiring an extended period of inactivity at UoPeople may wish to consider withdrawing from the University.

When are you considered inactive during a term?

Students are considered inactive during a term:

- with an approved leave of absence (LOA)
- when dropping and/or withdrawing and/or being granted an administrative course withdrawal from all classes

What happens if you know you cannot study at UoPeople during an upcoming term?

Students must apply for a leave of absence when planning they are not planning to study at UoPeople during in an upcoming term.

How do you apply for a Leave of Absence (LOA)?

Students not planning to register for classes during an upcoming term are required to request a leave of absence (LOA) via the Student Portal (https://students.uopeople.edu/login.aspx) using the online form.

What is the deadline each term to apply for a LOA?

Students have until one (1) week before the term begins to make this request.[3]

Can students apply for a LOA after the term has already started if they dropped or withdrew from all their classes?

Students **do not need** to apply for a leave of absence after the term begins if they drop or withdraw from all of their classes; they are granted an administrative course withdrawal from all courses during a term, and that term is counted as an inactive term for the student.

What happens if a student does not register for classes for an upcoming term and also does not apply for a LOA?

Students who do not register for classes for an upcoming term and do not apply for a LOA are administratively withdrawn from UoPeople.

Special Instructions to Graduating Students on Applying for a LOA:

Before the end of the registration period during the term in which they will complete all requirements for the degree, students should apply for a LOA for the upcoming term and for each subsequent term until their degree is conferred by the University.

If you have questions about applying for a LOA, please contact your personal Program Advisor.

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[3] The University reserves the right to request supporting documentation for any leave of absence. University of the People's decision to grant or refuse a request for a leave of absence will be final and binding.

Time to Degree Requirement

University of the People has five terms in its academic year, each ten weeks in length.

Students must complete all requirements for the Associate's Degree in no more than 25 terms of active enrollment excluding any periods of separation from the University.

Students must complete all requirements for the Bachelor's Degree in no more than 50 terms of active enrollment excluding any periods of separation from the University.

What is a period of separation?

A period of separation includes any time a student is out of residence – that is, not studying at UoPeople/inactive at the University— which includes being either unenrolled from UoPeople, and/or enrolled at UoPeople without completing any course work in the intervening terms, and/or on a Leave of Absence.

Note that the time granted for your inactivity at UoPeople will **not** count against the total time allowed to complete the degree. We encourage you to be in contact with your personal Program Advisor to begin developing an academic plan and to begin estimating the time it will take you to complete your degree based on the factors and limitations listed below:

- Students who enroll full-time for all five terms in the year can complete the A.S. degree in two academic years and the B.S. degree in four years. For example, students who complete two courses a term over the course of five terms in a year would complete ten courses each year; twenty courses are required for completion of the A.S. degree and forty courses are required for completion of the B.S. degree.

- Students who enroll full-time, but follow the more common pattern of postsecondary study and annually take 1 term out of residence, can complete the A.S. degree in two and a half academic years and the B.S degree in five years. For example, students who complete two courses a term over the course of four terms in a year would complete eight courses after 1 year, sixteen courses after 2 years, twenty courses after two and a half academic years, etc; twenty courses are required for completion of the A.S. degree and forty courses are required for completion of the B.S. degree.

- Students who pursue their degree on a part-time basis or who take extended leaves will take longer to graduate.

Satisfactory Academic Progress (SAP)

University of the People monitors students' academic performance to ensure satisfactory progress toward a degree. All students all required to maintain a minimum cumulative GPA of 2.00.

Satisfactory Academic Progress (SAP) is evaluated at the end of every term, and active students who earn a letter grade in a course, excluding "W" are notified in writing by the Office of Student Affairs of their academic standing within one month of every evaluation point. Students who withdraw from the institution during a term when they are issued a letter grade of A through F will receive a letter from the Dean of Student Affairs verifying their final academic standing at the time of their withdrawal from UoPeople; this will remain on permanent file with the University.[4]

The University reserves the right to place students on Academic Warning, Academic Probation, Probation Continued, and Academic Suspension, and reserves the right to remove students from Academic Warning, Academic Probation, Probation Continued, and Academic Suspension based on their academic performance and degree program, notwithstanding the Academic Standards.

Good Standing

Students maintaining a minimum CGPA of 2.00 are in good standing.

Academic Warning

Students who had been in good standing in the previous term and whose minimum cumulative GPA drops to below 2.00 at the end of the current term are placed on Academic Warning. Students on Academic Warning who meet or exceed a 2.00 cumulative GPA during the subsequent term return to good standing.

Students on Academic Warning are encouraged to be in contact with their personal Program Advisor.

Academic Probation

Students who had been on Academic Warning in the previous term and whose minimum cumulative GPA continues to be below 2.00 at the end of the current term are placed on Academic Probation. Students on Academic Probation that meet or exceed a 2.00 cumulative GPA during the subsequent term return to good standing.

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[4] Students who are dismissed from the University for not meeting admissions requirements to a degree program will not receive notice of their academic standing at the end of the evaluation point, but it will be recorded in the student's permanent file with the University.

Students on Academic Probation are encouraged to be in contact with their personal Program Advisor.

Probation Continued

The Probation Continued status is available only for Degree Seeking Students.

Degree Seeking Students who are on Academic Probation and whose term achievements show substantial improvement but whose cumulative GPA is still just below a 2.00 and would be subject to Academic Dismissal, may instead be placed on Probation Continued status at the sole discretion of the Dean of Student Affairs and the Student Affairs Committee. Probation Continued status allows the student another term to achieve good standing; those who fail to achieve good standing within one term will face Academic Dismissal. In highly specialized cases, Probation Continued may be extended for more than one term.

Degree Seeking Students on Probation Continued are encouraged to be in contact with their personal Program Advisor.

Academic Suspension

Academic Suspensions are available only for Degree Seeking Students.

Degree Seeking Students who are on Academic Probation or Probation Continued whose term achievements show substantial improvement but whose cumulative GPA is close but not yet a 2.00 and would be subject to Academic Dismissal, may instead be placed on Academic Suspension for up to three terms at the sole discretion of the Dean of Student Affairs and the Student Affairs Committee.

Degree Seeking Students on Academic Suspension may not enroll in the next one-to-three term(s); Academic Suspension consists of a one-to-three term separation from the University and does not count toward the student's time to degree.

No sooner than one term before the conclusion of the specified suspension period, students on Academic Suspension may apply for reinstatement as a Degree Seeking Student. They will be required to sign and complete a contract for Improved Academic Performance with the Program Advising Office by the first day of the term of reinstatement or will not be permitted to return to their studies.

Degree Seeking Students returning from Academic Suspension are placed on Probation Continued, may enroll in one course per term, and are required to achieve a minimum term GPA of 2.00 at the end of every term until they meet or exceed a 2.00 cumulative GPA and return to good standing. Students on Probation Continued who do not achieve a minimum term GPA of 2.00 at the end of every term are dismissed from the University. In highly specialized cases,

Probation Continued may be extended at the sole discretion of the Dean of Student Affairs and the Student Affairs Committee.

Degree Seeking Students who fail to return from an academic or a disciplinary suspension at the beginning of the term immediately following the period of the suspension, who do not submit a leave of absence request or submit a request to withdraw from the university, are administratively withdrawn from the university as of the beginning of that term.

Academic Dismissal

Students who had been on Academic Probation or Probation Continued in the previous term and whose minimum cumulative GPA continues to be below 2.00 at the end of the current term, are dismissed from the University. In some cases, and at the sole discretion of the Dean of Student Affairs and the Student Affairs Committee, Degree Seeking Students only may instead be placed on Probation Continued status or Academic Suspension.

Academic Dismissal is a permanent separation from the University, and means a student may not enroll in any succeeding term unless given permission by the Student Affairs Committee pursuant to the appeals process.

Academic Dismissal and Suspension Appeals

Dismissal and suspension appeals are available only for Degree Seeking Students.

Students who have encountered unexpected or extenuating circumstances that significantly prevented them from completing their academic requirements are eligible to request reconsideration of the decision by submitting a written appeal to the Student Affairs Committee no later than thirty days from the suspension or dismissal notice. Students who do not request an appeal within the 30-day deadline forfeit their right to appeal.

The appeal should include a clear description of the basis of the appeal, students' reflections about their own academic difficulties at the University, and evidence of probable academic success if permitted to return to the University. Students should also submit any documentation of mitigating circumstances contributing to their poor academic performance.

All appeals should be sent to the Office of Student Services at student.services@uopeople.edu and will be directed to the Student Affairs Committee. Once the appeal is submitted, students will receive a confirmation email within one week from the Office of Student Services and a final decision about the appeal within six weeks of their submission of the appeal. Decisions rendered by the Committee are final and binding.

When an appeal is granted or when the specified suspension period had ended, students may apply for reinstatement as a Degree Seeking Student by emailing the Office of Student Services

at student.services@uopeople.edu. If reinstated, students will be required to sign a contract for Improved Academic Performance with the Program Advising Office by the first day of the term of reinstatement or will not be permitted to return to their studies.

Reinstated students will be placed on Probation Continued and permitted to enroll in one course per term with the expectation to achieve good standing within one term. In highly specialized cases, Probation Continued may be extended at the sole discretion of the Dean of Student Affairs and the Student Affairs Committee for more than one term.

Dismissed students whose appeals are denied and who wish to return to their studies at UoPeople are required to apply for Academic Renewal after being out of residence from the University for a minimum of fifteen consecutive terms. Out of residence refers to the number of terms that a student has been inactive at the University— either unenrolled from the institution and/or enrolled at UoPeople without completing any course work in the intervening terms.