

## **Responsibility for Enforcement of and Exceptions to Undergraduate Degree Requirements**

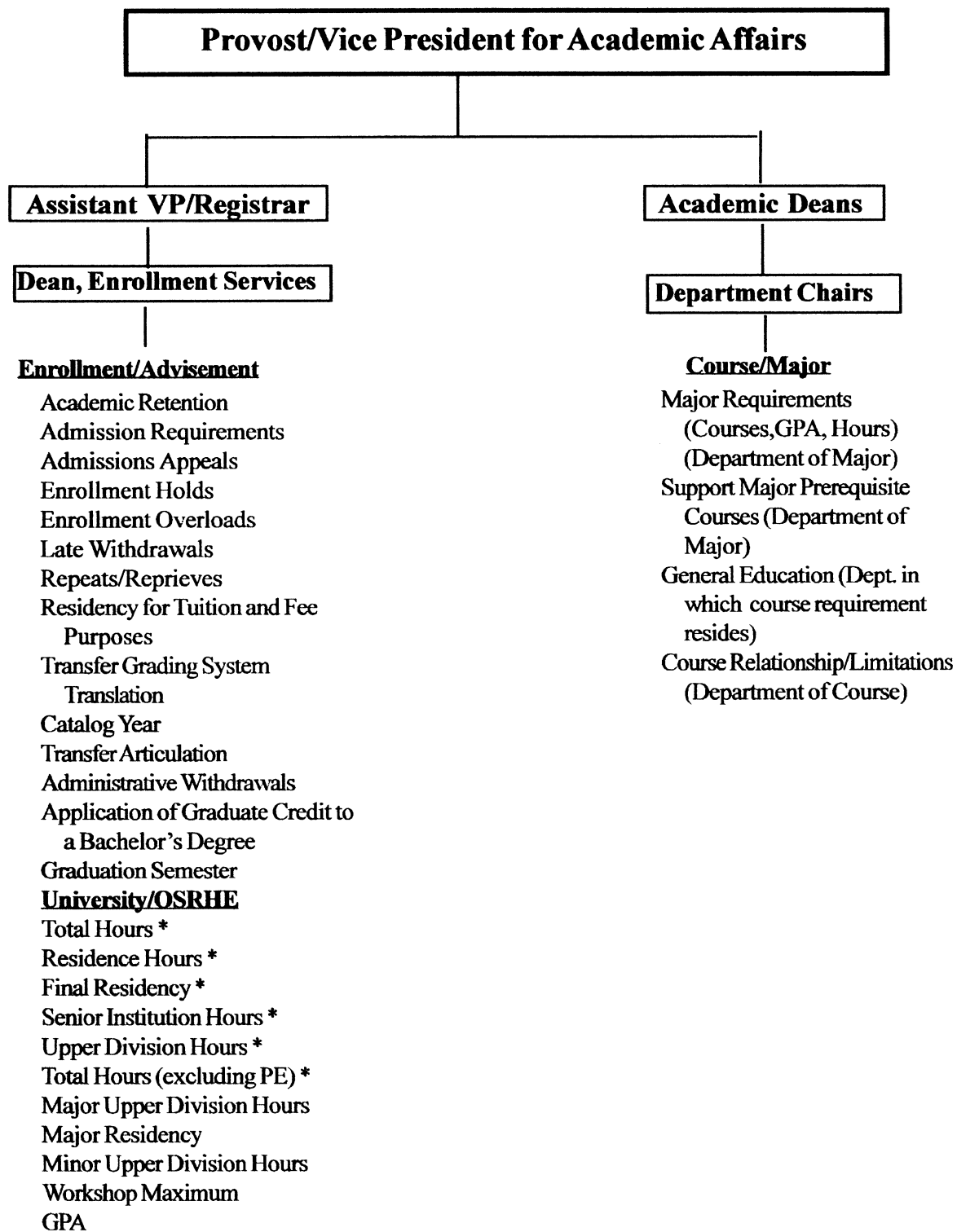
The responsibility and authority for academic policy making, interpretation, and enforcement at UCO resides in the office of the provost/vice president for academic affairs. This includes development and enforcement of UCO policies and degree requirements which implement OSRHE policy.

The provost/vice president of academic affairs has delegated the responsibility for **monitoring** students' fulfillment of university undergraduate degree requirements to the assistant vice president for enrollment management/registrar. UCO divides the undergraduate degree requirements into three broad categories: university/OSRHE level degree requirements; enrollment/advisement requirements; and academic course\major requirements. Enrollment Management is responsible for monitoring and enforcing undergraduate academic degree requirements and **implementing** approved exceptions in all three categories. Within Enrollment Management, the dean of enrollment services is responsible for and authorized to approve exceptions in the category of enrollment/advisement requirements. In the category of university degree requirements, the assistant registrar is responsible for enforcing OSRHE and university level policy. The assistant registrar is also responsible for forwarding any appropriate request to make exceptions to university policy to the registrar. The authority to approve exceptions in the category of academic course and major requirements resides with the department chairs and academic deans.

Exceptions to OSRHE level policy require approval from OSRHE through the university president.

Enrollment Management is also charged with the responsibility for transfer course articulation. However, department chairs will assist in making appropriate course articulations when needed. Department chairs are also authorized to make exceptions to transfer course articulations.

**Responsibility to Authorize Adjustments  
to Bachelor Degree Program Requirements for Individual Students**



\* Items with the asterisk are OSRHE requirements.