

MEMORANDUM

TO: Fort Wayne Senate
FROM: Steven A. Hanke, Chair of the Educational Policy Committee
DATE: 3/15/2021
SUBJ: Policy for Meeting Requirements of Major, Minors, Concentrations, and
Certificates to Apply for Graduation

WHEREAS, The Bylaws of the Senate provide (5.3.3.2.1.) that the Educational Policy Committee shall be concerned with “general curriculum standards”; and

WHEREAS, undergraduate and graduate students may have previously selected majors, minors, concentrations, and/or certificates that are recorded in the student information system and degree audits and are no longer being pursued or will not be completed by the submitted graduation term of application associated with submitted curricular pursuits; and

WHEREAS, students should request removal of majors, minors, concentrations, and/or certificates that they are no longer pursuing or will be unable to complete by the submitted graduation term of application associated with submitted curricular pursuits; and

WHEREAS, students should not be removing degree or certificate pursuits from their record if intending to complete those as of future graduation conferral dates; and

WHEREAS, the following policy is supported by the PFW Director of Graduate Studies, PFW Director of Financial Aid and PFW Business-Analyst-Degree Audit;

BE IT RESOLVED, that before applying for graduation, students should ensure they have met or will meet by the intended graduation date all curricular requirements associated with the list of majors, minors, concentrations, and certificates they will be submitting in their graduation application. and

BE IT FURTHER RESOLVED, that if the student fails to remove academic pursuits they cannot complete by the graduation date, the Registrar will either remove those academic pursuits or postpone the graduation date in consultation with the student’s academic department(s) and/or advisor(s).