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Regulations

State University System

Board of Governors

CHAPTER 6

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6.001 General Admissions.

(1) Based on minimum standards adopted by the Board of Governors, university boards of trustees must establish the criteria, policies, and procedures by regulation for the admission of students..

(2) University policies and procedures concerning the admission process, including the process for admission decision notification and the appeal process for an admission decision, must be posted on the university's Web site and in the university catalogs. All university policies must be consistent with Board of Governors' regulations and policies.

(3) The Board of Governors affirms its commitment to equal educational opportunity and to increasing student diversity in each of the state universities; however, admissions criteria must not include preferences in the admission process for applicants on the basis of race, color, national origin, disability, or sex.

(4) In the admission of students, each university must take into consideration the applicant's academic ability, and may also consider other factors such as creativity, talent, and character.

(5) Each university may return to the applicant without action any application and fees received after the application deadline designated by each institution on its official calendar.

(6) Each university must provide denied applicants notice within a reasonable period of time (as defined by the university board of trustees). Upon the applicant's written request, the university shall provide the written reasons for the denial.

(7) Consideration shall be given to the past actions of any person applying for admission when such actions have been found to disrupt or interfere with the orderly conduct, processes, functions, or programs of any other university, college, or community college. If determined to be in the best interest of the university to deny admission or enrollment to an applicant because of the applicant's past misconduct on or off campus, a university may do so, providing such denial is

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consistent with state and federal law. University boards of trustees shall establish guidelines regarding evidence required for such action.

(8) Individuals whose admissions applications, residency affidavits, or supplemental documents contain false, fraudulent, or incomplete statements may be subject to disciplinary action as outlined in written university policy. Such disciplinary action may include denial of admission, suspension of registration, invalidation of college credit, invalidation of degree, dismissal from the university, or other disciplinary action. In some cases, e.g., false information on a financial aid application, such behavior may lead to legal consequences.

(9) Prior to registration, each student accepted for admission must submit on a signed medical history form, including documentation of appropriate immunization as required by each university. Some students may be required to undergo diagnostic procedures prior to registration. Exceptions may be granted pursuant to university policies. Each university may 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.

Authority: Section 7(d), Art. IX, Fla. Const.; 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, 9-27-07.

6.002 Undergraduate Admission of First-time, Degree-seeking Freshmen

(1) These regulations apply to first-time, degree-seeking freshmen as defined as students earning a high school diploma or its equivalent who have earned no more than twelve (12) semester hours of transferable college credit after high school graduation.

(2) "Eligibility for admission" to the state university system does not guarantee admission. Additionally, individual institutions may have more stringent admission requirements.

(3) Normally a high school diploma from a Florida public or regionally accredited high school, or its equivalent, shall be required for admission to a state university. Students completing a home education program according to Section 1002.41, F.S., are eligible for admission; however, each university may require additional documentation to verify student eligibility. Students admitted under early admission in accordance with Board of Governors regulation are exempted from this requirement while they are classified as early admission students.

(4) A student applying for admission who is participating in a non-traditional high school program must present credentials equivalent to those described in regulation as judged by the individual SUS institution to which the student has applied. A student whose high school educational program is not measured in Carnegie Units must present a test score of at least 1010 on the SAT I, SAT Reasoning Test Critical Reading and Mathematics portions, or the equivalent on the ACT; or a combined test score of 1450 on the SAT Reasoning Test.

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Students with test scores from older versions of the admission test(s) may be required to retest for admission purposes.

(5) Students applying for admission must submit test scores from the SAT Reasoning Test of the College Board or from the ACT of the American College Testing program.

(6) Students may be considered eligible for admission in one of the following ways, except as provided in subsection (4):

(a) **Standard Admission:** 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. 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, Dual Enrollment, Advanced International Certificate of Education, International Baccalaureate, and Advanced Placement courses.

1. The high school academic unit requirements for students entering high school prior to July 1, 2007, are as follows:

- 4 credits **English/Language Arts** (Three of which must have included substantial writing requirements)
- 3 credits **Math** (At or above the Algebra I level)
- 3 credits **Natural Science** (Two of which must have included substantial laboratory requirements)
- 3 credits **Social Science** (Includes anthropology, history, civics, political science, economics, sociology, psychology, and/or geography)
- 2 credits **Foreign Language** (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.)
- 3 credits **Additional Academic Electives** as described below
- 18 credits **TOTAL**

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

a. Up to three 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 postsecondary 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. A maximum of one credit in courses in Research, Leadership Skills Development, Executive Internship, or Physical Education and Life Management Skills.

3. Students who entered as high school freshmen July 1, 2000 through June 30, 2007 may complete the three elective requirements in any combination of courses listed in the Department of Education Course Code Directory, as follows:

a. Up to three credits of Level II courses in English/Language Arts, Mathematics, Natural Science, Social Science, Foreign Language, or Fine Arts;

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Level III courses in any discipline; or Dual Enrollment courses for which both high school and postsecondary 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 and listed in the *Florida Counseling for Future Education Handbook*.

4. Students who entered as high school freshmen July 1, 2007 or later are required to complete the high school academic units specified in (6)(a)1., less one elective and plus an additional mathematics academic unit of Algebra I or higher (bringing the mathematics requirements to 4 units). The two electives may be completed in one of the following combinations:

a. Either two credits of Level II courses listed in the Department of Education Course Code Director in English/Language Arts, Mathematics, Natural Science, Social Science, Foreign Language, Fine Arts; Level III courses listed in the Directory in any discipline; or Dual Enrollment courses for which both high school and postsecondary academic credits are granted; or

b. A maximum of one credit in grade nine or above in ROTC/Military Training; or an equivalent course in any discipline as determined by the Articulation Coordinating Committee, with the remaining credit listed in (6)(a)4.a. above.

5. A student applying for admission who has less than a "B" average in the required academic units described in (6)(a)1. 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 Sliding Scale:

A student applying for entry to a state university prior to summer/fall 2009 must have a High School GPA in the required academic courses equaling any entry in the GPA column, with a Recentered SAT/SAT Reasoning Test/ACT score equaling or exceeding the corresponding entry below.

High School Grade Point Average	Recentered SAT	Critical Reading & Mathematics of SAT Reasoning Test	ACT
2.0	1140	1140	25
2.1	1110	1110	24
2.2	1090	1090	24
2.3	1060	1060	23
2.4	1030	1030	22
2.5	1010	1010	21
2.6	1000	1000	21
2.7	990	990	21
2.8	980	980	21
2.9	970	970	20

A student applying for admission summer/fall 2009 or later must have a High School GPA in the required academic courses equaling any entry in the GPA column, with an SAT Reasoning Test/ACT score equaling or exceeding the corresponding entry below:

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High School Grade Point Average	SAT Reasoning Test (all three sections)	ACT
2.0	1680	25
2.1	1620	24
2.2	1620	24
2.3	1560	23
2.4	1510	22
2.5	1450	21
2.6	1450	21
2.7	1450	21
2.8	1450	21
2.9	1390	20

(b) Profile Assessment: 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, graduation from a low-performing high school, graduation from an international baccalaureate program, 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, there is sufficient evidence that the student can be expected to succeed at the institution.

1. The number of first-time-in-college students admitted through profile assessment at each university shall be determined by the university board of trustees; however, the system shall limit the number of students admitted through profile assessment each year to ten percent of the total system first-time-in-college students.

2. No more than half of the students admitted to a university through profile assessment may enroll without the equivalent of two high school credits in a foreign language. Any first-time-in-college 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 regulation, prior to completing 60 credit hours at the state university.

3. Each university will provide an individual learning plan for each student enrolled who does not meet the standard admissions requirements listed in Board of Governors regulation. The board of trustees will review the success of students admitted under the profile assessment process to ensure that their rates of retention and graduation remain near or above the institution's average.

(c) Talented Twenty: Within space and fiscal limitations, a student applying for admission who is a graduate of a public Florida high school, has completed eighteen (18) required high school units as listed in this regulation, ranks in the top 20% of his/her high school graduating class, and who has submitted test scores from the Scholastic Reasoning Test of the College Board or from the ACT of the American College Testing program prior to enrollment shall be admitted to a university in the State University System. A Talented Twenty student is not guaranteed admission to the university of first choice. The State University System will use class rank as determined by the Florida Department of Education.

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(6) Any changes that the Board of Trustees makes to an institutional regulation will be reviewed annually by the Board of Governors. Any increase in standards must be included in the undergraduate catalog and posted on the university Web site.

Authority: Section 7(d), Art. IX, Fla. Const., 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, 11-28-00, 9-27-07.

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 of 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.

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(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.

Authority: Section 7(d), Art. IX, Fla. Const., 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, 9-19-00.

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 Rule 6A-10.024(5)(b), FAC, 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

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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 Regulation BOG-6.004(1)(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 Regulation BOG-6.004(1)(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,

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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 freshman 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 Regulation BOG-6.018.

(c) Except for special purpose programs approved by the Board, transfer

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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 Regulation BOG-6.004(1) (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 examination 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 Regulation BOG-6.004(1)(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 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.

Authority: Section 7(d), Art. IX, Fla. Const., History-Formerly 6C-2.44 and 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.

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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 Regulation 6A-10.024.

(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.

Authority: Section 7(d), Art. IX, Fla. Const., History--Formerly 6C-2.67, 11-5-73, Amended and Renumbered 12-17-74, Amended 8-11-85, Formerly 6C-6.05, 10-19-88.

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) 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.

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Authority: Section 7(d), Art. IX, Fla. Const., 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, 10-19-88, 3-29-89.

6.007 Unused

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6.009 Admission of International Students to State University System (SUS) Institutions.

(1) Within enrollment, space, and fiscal limitations, eligible international students may be accepted for admission at the appropriate level to an institution in the State University System (SUS). The board of trustees at each SUS institution shall develop admission policies for international students that are consistent with the policies of the Board of Governors. At a minimum, university admission policies shall require that:

(a) International students are obligated to follow the laws and regulations set by the United States Citizenship and Immigration Services and the United States Department of State.

(b) An international applicant must be academically eligible for admission to the program at the level of entrance requested by the applicant. An international student must demonstrate the required level of academic preparation as evidenced by official copies of any academic records needed to ascertain the comparability of the level and quality of the student's previous education and achievement to that required for other students. Universities may choose to use departmental examinations to validate students' claims when official documents are unavailable or insufficient. Academic documents must be translated into English and evaluated by a reputable credential evaluator.

(c) An international applicant's proficiency in English must be adequate. International students whose first language is not English must demonstrate English language proficiency. Generally, English proficiency is measured by the Test of English as a Foreign Language (TOEFL) or an institutionally approved examination with demonstrated equivalence. The minimum TOEFL score acceptable for admission to an SUS institution is 500 on the TOEFL paper test or 63 on the Internet-based TOEFL test. Institutions and departments may set higher minimum TOEFL or related examination scores for admission.

(d) In order for an appropriate official at the university to issue a Certificate of Eligibility (Form I-20 or a DS 2019) to an international applicant, the student must provide documentation showing sufficient resources to cover tuition, fees, books, room and board, health insurance, and other living expenses while enrolled at the university.

(e) Each international applicant determined to be academically and financially eligible for admission must submit a health history form including proof of immunizations as required by the university prior to enrollment at the institution.

(2) No international student in F or J non-immigrant status shall be permitted to register, or to continue enrollment, at a university without demonstrating that the student has adequate medical insurance coverage for illness or accidental injury and which, beginning with the fall term of 2008, includes the following minimum requirements:

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(a) Coverage Period: Coverage must include the full year, including annual breaks, regardless of the student's terms of enrollment. The policy must provide continuous coverage for the entire period the insured is enrolled as an eligible student. Payment of benefits must be renewable.

(b) Basic Benefits: Room, board, hospital services, physician fees, surgeon fees, ambulance, outpatient services, and outpatient customary fees must be paid at 80% or more of usual, customary, reasonable charge per accident or illness, after deductible is met, for in-network, and 70% or more of usual, customary, and reasonable charge for out-of-network providers per accident or illness.

(c) Inpatient Mental Health Care: Must be paid at 80% in-network or 60% out-of-network of the usual and customary fees with a minimum 30-day cap per benefit period.

(d) Outpatient Mental Health Care: Must be paid at 80% in-network or 60% out-of-network of the usual and customary fees for a minimum of 30 (preferably 40) sessions per year.

(e) Maternity Benefits: Must be treated as any other temporary medical condition and paid at no less than 80% of usual and customary fees in-network or 60% out-of-network.

(f) Inpatient/Outpatient Prescription Medication: Must include coverage of \$1,000 or more per policy year.

(g) Repatriation: \$10,000 (coverage to return the student's remains to his/her native country).

(h) Medical Evacuation: \$25,000 (to permit the patient to be transported to his/her home country and to be accompanied by a provider or escort, if directed by the physician in charge).

(i) Exclusion for Pre-Existing Conditions: First six months of policy period, at most.

(j) Deductible: Maximum of \$50 per occurrence if treatment or services are rendered at the Student Health Center; maximum of \$100 per occurrence if treatment or services are rendered at an off-campus ambulatory care or hospital emergency department facility.

(k) Minimum coverage: \$200,000 for covered injuries/illnesses per policy year.

(l) Insurance Carrier must have an "A" rating or above per Part 62.14(c)(1) of Section 22 of the Code of Federal Regulations.

(m) Policy must not unreasonably exclude coverage for perils inherent to the student's program of study.

(n) Claims must be paid in U.S. dollars payable on a U.S. financial institution.

(o) Policy provisions must be available from the insurer in English.

Authority: Section 7(d), Art. IX, Fla. Const.; 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, 9-27-07.

6.010 Student Affairs.

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

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

Authority: Section 7(d), Art. IX, Fla. Const., 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, 4-9-87, 11-27-95.

6.0105 Student Conduct and Discipline.

(1) In furtherance of the educational mission of the universities, each university president shall establish university regulations that ensure fairness and due process in student disciplinary proceedings and that guarantee the academic integrity of the university. This regulation 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

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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.

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(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 therefore, 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

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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.

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Authority: Section 7(d), Art. IX, Fla. Const., History--New 2-18-85, Formerly 6C-6.105, 4-29-01.

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 holyday 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.

Authority: Section 7(d), Art. IX, Fla. Const., History -- New 3-29-89.

6.012-6.014 Unused

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), Florida Statutes, 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

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availability of university's rules on student records and reports as outlined in Section 228.093(4), Florida Statutes.

(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, Florida Statutes, or upon the order of a court of competent jurisdiction.

Authority: Section 7(d) Art. IX, Fla. Const., 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.

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.

Authority: Section 7(d), Art. IX, Fla. Const.,. History--New 6-12-75, Amended 6-25-80, 8-11-85, Formerly 6C-6.16, Amended 1-8-92, 8-19-92, 9-23-93, 11-27-95.

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;

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

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

Authority: Section 7(d), Art. IX, Fla. Const., Rules 6A-10.030, 6A-10.0314, 6A-10311 History - New 8-9-83, Amended 8-11-85, Formerly 6C-6.17, Amended 9-28-86,10-19-88,11-27-95.

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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, FAC, the definitions of disabilities to which this Regulation BOG-6.018 applies, and each university will provide the student the opportunity to present evidence to support his or her disabilities, and an appeals process.

Authority: Section 7(d), Art. IX, Fla. Const., History-New 4-20-87, Amended 9-15-91.

6.019 Unused

6.020 Unused

6.021 Unused

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.

Authority: Section 7(d), Art. IX, Fla. Const., History--New 11-7-79, Amended 8-11-85, Formerly 6C-10.11, 6C-10.011.