

William Paterson University Policy Academic Policy

SUBJECT:	Expiration of credits	TITLE:	Credit Life	
CATEGORY: Check One	Board of Trustees <input type="checkbox"/>	University <input type="checkbox"/>	Functional <input checked="" type="checkbox"/>	School/Unit <input type="checkbox"/>
Responsible Executive:	Provost and Senior Vice President for Academic Affairs		Responsible Office:	Office of the Provost
CODING:	02-20-01-02-05	ADOPTED:		AMENDED: 04/19/2024 [date amended]
			LAST REVIEWED: 04/19/2024	

PURPOSE

This policy describes the expiration of credits used for transfer and program completion as well as the allowable time for degree completion.

ACCOUNTABILITY

The Office of the Provost is responsible for enforcement of this policy

POLICY

A baccalaureate degree must be completed within a period of 10 years from the time a student first matriculated. Waivers and extensions of time must be approved by the dean of college of the student's major.

Major credits earned more than 10 years prior to the date of admission may be accepted for transfer at the discretion of the University in consultation with the academic department. University Core Curriculum and general elective credits do not have an expiration date.

Major credits earned more than 20 years prior to graduation may be applied to degree completion requirements at the discretion of the University and in consultation with the academic department.

PROCEDURE

Major credits that will be greater than 20 years old at the time of graduation shall be reviewed for currency in consultation with the academic department. If it is determined that student learning outcomes from the course in question no longer meet required outcomes for the major, a student may be required to repeat the course or use an alternative course in order to meet the required outcomes for the major.

Students must be notified of the need to repeat or replace expired credits at least 12 months prior to anticipated graduation.

Major credits that will be greater than 10 years old at the time of initial matriculation shall be reviewed for currency in consultation with the academic department. When it is determined that student learning outcomes from the course in question no longer meet required outcomes for the major, the course will be transferred as general elective credit but will not apply to major requirements.