

# Academic Policies and Procedures: General

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## Student Classification

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Albertus Magnus College enrolls undergraduate students of varying ages, backgrounds, and educational pursuits. Albertus classifies students as:

**Traditional undergraduate students** are degree-seeking (matriculated) students who have been officially accepted for admission to the College. Typically, these students are out of high school fewer than four years.

**Accelerated adult undergraduate students** are degree-seeking (matriculated) students who have been officially accepted for admission to the College. Typically, these students are adult learners who are looking to earn their degree at an accelerated pace.

**Graduate students** are degree-seeking (matriculated) students who have earned a bachelor's degree, have been officially accepted for admission to the College and are pursuing advanced education in a specific field.

**Special students** are non-degree-seeking (non-matriculated) students who register for and take classes at Albertus, but have not been admitted to the College. Non-matriculated students may take a maximum of 12 credits before formally applying to the College. For guidance purposes, the high school record and complete college transcripts may be requested.

### Class Levels

An undergraduate student's academic level is based on the cumulative hours earned at the end of the semester. Academic level is used for establishing how early a student may register, assigning classes with a prerequisite academic level or total credits earned classification and determining financial aid satisfactory academic progress (SAP) and academic good standing.

Academic Level	Total Credits Earned
First Year:	0-24 credits
Sophomore:	25-53 credits
Junior:	54-83 credits
Senior:	84+ credits