

## II. 01. General Academic Course Policy

*Revision Date: February 2023*  
*Next Revision Due: June 2025*  
*OPR: Chair, Department of Aviation*

**Applicable Courses:** All aviation academic courses offered by the Department.

### Explanation of Changes

- This is a new policy created to outline requirements that have been in place within the Department for several years but have not been included in Department policy. This policy covers the following:
  - Academic grading scale for Aviation courses (flight and non-flight)
  - Minimum grade needed in a required Aviation course to meet degree requirements of an Aviation degree.
  - S/U grading in Aviation courses
  - Retaking academic courses
  - Changing major to Aviation Studies
  - Adding an Aviation minor or Certificate to an Aviation major
  - Adding an Aviation Specialization
  - Minimum Grade Point Averages (GPAs)
- **Reason for Change:** these topics were at one time in the paper academic catalog but never made it into the new, digital version of the catalog. Creating Department policy for these requirements fits the existing model for handling similar academic matters within the Department.

### 1. Academic Grading Scale of Aviation Courses

- a. In general, the Department of Aviation uses the following grading scale in all Aviation academic courses. It should be noted, that each faculty member has freedom to modify or implement their own grading scale. Please refer to the individual course syllabus to confirm grading scale used.

Grading Scale	
92% and above	A
84% to 91%	B
76% to 83%	C
68% to 75%	D
Below 68%	F

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## **2. Academic Standards Necessary to Pass an Aviation Academic Course**

- a. To satisfy course requirements for graduation, students must earn at least an academic grade of “C” in each required Aviation academic course. If a student receives an academic grade of “D” or “F” in an Aviation course that is required by their degree, the academic portion of the course must be repeated.
- b. If a student receives an academic grade of “D” in an Aviation course, that course may be used as a pre-requisite for a follow-on course however, paragraph 2.a. above still applies.

## **3. S/U Grading in Aviation Courses**

- a. Students may elect S/U grading for their Aviation academic courses as long as the course is not part of the degree requirements of their chosen major.
- b. Refer to UND Policy regarding general S/U grading policy.

## **4. Retaking Academic Courses**

- a. In the event that a student is required to retake an Aviation academic course, when possible the student should register for a section taught by a different academic instructor or faculty member than the previous attempt. Exceptions to this policy are subject to approval by the Assistant Chair for General Academics.
- b. Students may elect to retake Aviation academic courses in order to improve an academic grade of “C”. Students wishing to retake Aviation flight courses to improve an academic grade of “C” must do so prior to attempting the next flight course.
- c. Students attempting an Aviation academic course for the third time must petition the Aviation Department Faculty in order to remain registered in the course.

## **5. Changing Major to Aviation Studies or Aviation Safety and Operations**

- a. Students may transfer into the Aviation Studies degree however, it is important to note that the Aviation Studies degree is entirely online. As such, students who are enrolled in the Aviation Studies degree must register in courses specifically designated for online, degree-seeking students. If an Aviation Studies student would like to register for an in-person offering of a particular course, they will be subject to space availability for the course. The faculty assigned to teach the in-person course will be authorized to approve or deny these requests.
- b. The Aviation Safety and Operations Degree is offered as either an “On Campus/In Person” Degree OR an “Online” Degree. If a student transfers into the Aviation Safety and Operations Online Degree, all remaining aviation courses must be completed entirely online. As such, students who are

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enrolled in the Aviation Safety and Operations Online Degree must register in courses specifically designated for online, degree-seeking students. If an Aviation Safety and Operations Online Degree student would like to register for an online/in-person offering of a particular course, they will be subject to space availability for the course. The faculty assigned to teach the in-person course will be authorized to approve or deny these requests.

**6. Adding an Aviation Minor or Certificate to an Aviation Major**

- a. Due to the significant overlap in coursework, students who have declared an Aviation major are not eligible to add an Aviation minor.
- b. Only non-aviation degree seeking students may earn minors in Aviation Management, Professional Flight, or Unmanned Aircraft Systems.
- c. Only non-aviation degree seeking students may earn a Professional Pilot Certificate. Acceptance into the Professional Pilot Certificate program will be approved by the Aviation Department based on available space.

**7. Adding an Aviation Specialization**

- a. Only Aviation degree seeking students may augment their degree with the specialization in Business Aviation and/or Safety. Each specialization completed will be shown on the student's academic transcript.

**8. Changing Majors to Commercial Aviation or Aviation Management**

- a. A student admitted to the University of North Dakota with a major other than Commercial Aviation or Aviation Management may not change their major to Commercial Aviation or Aviation Management until at least 30 credits have been completed at the University of North Dakota with at least a 3.0 cumulative and institutional GPA.
- b. Students transferring to Commercial Aviation from Unmanned Aircraft Systems can only do so after completing at least 48 credits at the University of North Dakota with at least a 3.0 cumulative and institutional GPA.
- c. Change of majors will be handled on a case-by-case basis and will be based on capacity within the Commercial Aviation program.

**9. Minimum Grade Point Averages (GPAs)**

- a. All students must maintain minimum grade point averages (GPAs), cumulative and institutional, of 2.60 In order to enroll in 200-level and above aviation courses. All students who have enrolled in aviation courses, and fail to maintain the minimum grade point averages (GPAs), cumulative and institutional, of 2.60, are subject to withdrawal from the courses by the Aviation department.

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