

II. 01. General Academic Course Policy

Revision Date: October 2024
Next Revision Due: June 2025
OPR: Chair, Department of Aviation

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

Explanation of Changes

- October 2024 Revision
 - There are two primary revisions in this update:
 - Removal of duplicate information – “Retaking Academic Courses”
 - Updated eligibility information for Change of Majors
- February 2023 Revision
 - 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

UNCONTROLLED COPY WHEN DOWNLOADED OR PRINTED
CHECK THE MASTER LIST TO VERIFY THAT THIS IS THE CORRECT REVISION BEFORE USE

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. 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 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.

5. 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.

UNCONTROLLED COPY WHEN DOWNLOADED OR PRINTED

CHECK THE MASTER LIST TO VERIFY THAT THIS IS THE CORRECT REVISION BEFORE USE

- 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.

6. 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.

7. Changing Majors to Commercial Aviation

- a. A student admitted to the University of North Dakota with a major other than Commercial Aviation may not change their major to Commercial Aviation until at least 24 credits have been completed at the University of North Dakota with at least a 2.6 cumulative and institutional GPA.
- b. Students who are interested in changing majors to Commercial Aviation must communicate this intent with an Academic Advisor in the JDOSAS college (Aerospace Success Center) and be added to the waitlist.
- c. Once a year, the Chair of the Department of Aviation and/or their designees will review the waitlist and approve change of major requests on a case-by-case and space-available basis.
 - 1. The priority process for change of majors to Commercial Aviation is as follows: veterans will have priority over other students followed by GPA followed by date of change of major request made to ASC.
- d. If approved to change majors, it is expected that the student enrolls in their first flight course during the subsequent fall semester.

8. 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.

UNCONTROLLED COPY WHEN DOWNLOADED OR PRINTED

CHECK THE MASTER LIST TO VERIFY THAT THIS IS THE CORRECT REVISION BEFORE USE