

SEMESTER POLICY GUIDE

Academic Calendar & Scheduling

Semester Schedule

- ▶ **Fall/Spring Term:** 15 weeks instruction with 1 week for final exams
- ▶ **Summer 2027 Term:** 10 weeks
- ▶ **Two 7.5 Week Sessions:** Fall and Spring term (Courses must be approved for half term instruction)
- ▶ **Class Start:** On the hour or half hour
- ▶ **University Hour:** Friday 11am-11:50am
- ▶ **Final Exams:** 2.5 hours

[Source: Academic Senate Resolution AS-942-22](#)

[Source: Academic Senate Resolution AS-978-24](#)

Condensed Format Courses

- ▶ Courses meeting fewer than 4 days/unit require College and Academic Senate Curriculum Committees approval

[Source: Academic Senate Resolution AS-960-23](#)

Scheduling Time Patterns

- ▶ 3 Unit Lectures
 - ▶ 2 days a week, 80 min/day
 - ▶ 3 days a week, 50 min/day
 - ▶ 1 day a week, 150 min/day
- ▶ For other patterns visit: registrar.calpoly.edu/academic-scheduling-semesters

Bridge & Cap Courses

Bridge Course

- ▶ For students who have completed one course in a sequence in quarters and need to complete the sequence
- ▶ Identified with a “B” suffix and “Bridge” in the title (e.g., MATH 141B : Calculus I Bridge)

Cap Course

- ▶ For students who need to complete the final quarter course in a sequence
- ▶ Identified with a “C” suffix and “Cap” in the title (e.g., MATH 244C Linear Analysis Cap)

[Source: Academic Senate Resolution AS-993-25](#)

Grading

A+ symbol added to grading system

- ▶ Defined as Superior Attainment of Course Objectives
- ▶ Grading scale awards 4.0 grade points for A and A+

[Source: Academic Senate Resolution AS-996-25](#)

Grading Deadlines

- ▶ **Grading Rosters:** Available the Thursday prior to finals week
- ▶ Grades due Tuesday after finals week
- ▶ **Grade Changes:** Monday after grades are due to 7th week of following term

Grade Forgiveness

- ▶ Maximum 16 semester units
- ▶ Cannot be applied to courses in which the original grade was a result of academic dishonesty
- ▶ Does not apply to Master’s students or graduate courses

Course Repeats

- ▶ Maximum 12 semester units
- ▶ Cannot repeat an individual course more than 2 times

[Source: Academic Senate Resolution AS-968-24](#)

[Source: Academic Senate Resolution AS-973-24](#)

Catalog

- ▶ 2 year academic catalog from 2026 - 2028
- ▶ 1 year academic catalog onwards

[Source: Academic Senate Resolution AS-995-25](#)



Scan for the full list of resolutions

Credit/No Credit Grading (CR/NC)

Student-Selected CR/NC

- ▶ Does not apply to courses that are offered only CR/NC
- ▶ Major/Support CR/NC is only allowed for the following programs: Agricultural Business, Art, Journalism, Kinesiology, Public Health, Physics, Statistics, and Liberal Studies
- ▶ Students may self-select CR/NC no more than 1 Major/Support course, and only if their major program allows it
- ▶ Students may self-select CR/NC no more than 1 GE course. If the GE course is also being used in Major/Support, then the Major/Support CR/NC rules also apply
- ▶ Additional CR/NC units must be in courses already eligible for CR/NC (e.g., free electives, excess units, or approved major/minor coursework)
- ▶ Can only be applied to 12 semester units maximum
- ▶ C- or better to earn credit
- ▶ **Deadline:** 50% of instruction for the term, or the following Friday, whichever is later
- ▶ Cannot be applied to Graduate or Post-Baccalaureate Teaching Credential courses

[Source: Academic Senate Resolution AS-999-26](#)

Adding and Dropping Courses

Add/Drop Without Permission Number

- ▶ **Fall/Spring Terms:** Until end of 5th day of term
- ▶ **Summer Term:** Until 1 day before first day of instruction

Add With Permission Number

- ▶ **Fall/Spring Terms:** From 6th to 15th day of term
- ▶ **Summer Term:** From 1st to 5th day of instruction

Drop After Add/Drop Deadline

- ▶ **Fall/Spring Terms:** From 6th to 10th day of term
- ▶ **Summer Term:** From 1st to 5th day of instruction

Late Enrollment Appeals

- ▶ **Fall/Spring Terms:** From 16th day to 20th day of term
- ▶ **Summer Term:** From 6th day to 10th day of term

[Source: Academic Senate Resolution AS-992-25](#)



General Education (GE)

Area 1: English Communication and Critical Thinking

- ▶ **1A:** Written Communication
- ▶ **1B:** Critical Thinking
- ▶ **1C:** Oral Communication

Area 2: Mathematics and Quantitative Reasoning

- ▶ **2:** Mathematics and Quantitative Reasoning

Area 3: Arts and Humanities

- ▶ **3A:** Arts
- ▶ **3B:** Humanities: Literature, Philosophy, Languages other than English

Area 4: Social and Behavioral Sciences

- ▶ **4A:** American Institutions
- ▶ **4B:** Social and Behavioral Sciences

Area 5: Physical and Life Sciences

- ▶ **5A:** Physical Sciences
- ▶ **5B:** Life Sciences
- ▶ **5C:** Laboratory: must have a unit value and may be embedded in a 5A or 5B course

Area 6: Ethnic Studies

- ▶ **6:** Ethnic Studies

Upper Division Requirements

- ▶ **UD Area 2 or Area 5:** Mathematics and Quantitative Reasoning or Physical and Life Sciences
- ▶ **UD Area 3:** Arts and Humanities
- ▶ **UD Area 4:** Social and Behavioral Sciences (Area 4 courses must come from at least two different course prefixes)

Total: 43 Units

[Source: Academic Senate Resolution AS-986-25](#)

- ▶ Area A1(1B) and Area A3(1C) will no longer be prerequisites for Area C2(3B) Courses

[Source: Academic Senate Resolution AS-974-24](#)

Academic Progress

Senior project

- ▶ Minimum of 2 units or 90 hours of work
- ▶ No maximum
- ▶ Should not take more than 2 semesters to complete

[Source: Academic Senate Resolution AS-950-22](#)

18 of the last 30 semester units of a Baccalaureate degree must be taken in residence (i.e., at Cal Poly)

[Source: Academic Senate Resolution AS-964-23](#)

Change of Major Agreement (ICMA)

- ▶ Completion of at least one semester needed before applying for a change of major
- ▶ Is limited to a length of 1 semester
- ▶ May include a maximum of 2 courses (or up to 3 courses if the course counts for both proposed and current major)
- ▶ Students can request an extension of one semester to complete the change of major agreement

[Source: Academic Senate Resolution AS-985-25](#)

Minors and Concentrations

Minors

- ▶ 15 - 24 units, at least 5 courses
- ▶ Half of minor units must be upper division, at least 3 courses
- ▶ Half of minor units must be taken at Cal Poly
- ▶ No more than 1/3 units can be taken as Credit/No Credit
- ▶ GPA of 2.0 or better in minor courses required

[Source: Academic Senate Resolution AS-951-22](#)

[Source: Academic Senate Resolution AS-952-22](#)

Undergraduate Concentrations

- ▶ Minimum of 12 units
- ▶ Number of concentration units, less than 50% of total major, support and concentration units

[Source: Academic Senate Resolution AS-953-22](#)

Undergraduate Programs

- ▶ Minimum of 120 units per program
- ▶ 40 units of upper division courses
- ▶ Maximum of 12 units of co-op or internship can be applied to degree

[Source: Academic Senate Resolution AS-959-23](#)

[Source: Academic Senate Resolution AS-990-25](#)

Graduate Programs

- ▶ Minimum of 30 units of approved graduate work
- ▶ Maximum of 6 units of student teaching, thesis, or projects
- ▶ Maximum of 6 units of co-op or internship can be applied to degree

[Source: Academic Senate Resolution AS-955-23](#)

[Source: Academic Senate Resolution AS-990-25](#)

Graduate Certificate Programs

- ▶ Standalone programs that consist of advanced academic courses
- ▶ 9 - 18 semester units

[Source: Academic Senate Resolution AS-979-24](#)