Academic Regulations

Students in the Diederich College of Communication are expected to comply with the academic requirements and regulations listed in the university section of this bulletin and must fulfill the graduation requirements stated in the bulletin issued the year they entered Marquette. Students who have not enrolled for one or more years must normally follow the requirements in effect at the time of their return. (Exceptions are made for students who interrupted their enrollment to serve in the Armed Forces).

Academic Dishonesty

The college adheres to the University Academic Integrity Policy (http://bulletin.marquette.edu/previousbulletins/2015-16/undergrad/academicregulations/#academicintegrity) found in the university section of this bulletin. Ethical behavior is essential to any communication professional and it is expected of students in the Diederich College of Communication. Cheating, plagiarism, unapproved collaboration or falsifying work in whole or in part are infractions that can result in a failing grade for an assignment and/or a course or even dismissal from the college.

Academic Dismissal/Probation/Academic Alert (CAA)

Academic Dismissal

The Diederich College of Communication adheres to the University Academic Censure Policy (http://bulletin.marquette.edu/previousbulletins/2015-16/undergrad/academicregulations/#academiccensureprobationdismissalacademicalert). Students admitted to the Diederich College of Communication are expected to meet college academic standards. Academic performance is monitored carefully by the college, and students who fail to maintain steady progress or demonstrate adequate achievement will be subject to academic censure.

In addition, any internal transfer student who has his/her 'Required to Withdraw for Academic Reasons' appeal approved by the college will be reinstated or readmitted as an undeclared major on probation for a minimum of one semester and special conditions will be prescribed in writing at the time of the student’s transfer into the college. The internal transfer student who fails to fulfill the specified terms of the conditions, will be required to withdraw for academic reasons at the end of the semester and there is no guarantee any future appeal will be upheld.

Academic Probation

Undergraduate students in academic difficulty are placed on academic probation by the Diederich College of Communication. Students in the college are expected to maintain a C (2.000) academic average overall, and those who earn a GPA below 2.000 for the term or otherwise fail to maintain progress necessary to meet university and college graduation requirements are subject to academic censure. A student on academic probation is directed as to what academic outcome she/he is expected to attain in the subsequent semester in order to continue enrollment.

College Academic Alert (CAA)

Students admitted to the Diederich College of Communication are expected to meet college academic standards and maintain good academic standing. Academic performance is monitored carefully by the Committee on Scholastic Actions, and students either not maintaining steady progress or not demonstrating adequate achievement will be barred from future registration by a College Academic Alert (CAA) registration hold. That is,

The bases for committee review are:

- grade point average (GPA) deficiency
- inadequate progress
- grades of CD, D, F, I, W, WA, UW or ADW
- the number of semesters on college probation
- the violation of special conditions

Therefore, it is possible that a student will be barred from registration by a CAA even though the student's cumulative GPA exceeds 2.000. Students concerned about their academic progress should consult the college office.

Students placed on CAA status will be notified by letter or email of the committee’s decision and of the appeal process. If an appeal is approved, special conditions may be prescribed in writing at the time of the student’s reinstatement or readmission into the college. Conditions may also be prescribed in writing in the case of a student whose course performance or failure to follow academic advice warrants such action. All students to whom conditions have been specified will be subject to committee review and possible CAA restriction should they fail to fulfill the specified terms. In addition, any internal transfer student who has his/her CAA appeal approved by the college will be reinstated or readmitted as an undeclared major on probation for a minimum of one semester and special conditions will be prescribed in writing at the time of the transfer into the college. The internal transfer student who fails to fulfill the specified terms of the conditions, will be subject to CAA restriction at the end of the semester and there is no guarantee any future appeal will be upheld.
If a student’s appeal is denied, the student may request to enroll in another college via the process outlined in the University Academic Censure Policy (http://bulletin.marquette.edu/undergrad/academicregulations/#AcademicCensure) of this bulletin, and if accepted, the CAA hold will be removed after transfer into the new college.

Unless the CAA is removed via the individual colleges’ appeal process, the student may not register for courses at Marquette and may be dropped from any classes for future terms in which he/she is registered.

Advisers
Each student in the college is assigned a faculty adviser with whom the student should confer at least once each term. Among other duties, the faculty advisers assist students in planning and accomplishing their programs of study. However, it is wholly each student’s responsibility to know and fulfill the requirements for graduation specified for his or her selected program.

Attendance
Because absence from class will prevent a student from getting the full benefit of a course and because in many courses, each student’s involvement contributes to the learning process for all other students in the class, the college has adopted the University Attendance Policy (http://bulletin.marquette.edu/previousbulletins/2015-16/undergrad/academicregulations) for all of its undergraduate courses.

Background Checks, Drug Testing
Some degrees, majors and/or courses may require a student to submit to a criminal background check and/or drug testing. The results of those checks and/or tests may affect the student’s eligibility to continue in that degree, major and/or course.

CD and D Grades
Grades of CD in courses offered by the Diederich College of Communication will be accepted toward majors and/or minors offered by the college provided the student receiving the CD grade has a minimum grade point average of 2.000 in the major or minor. Grades of D generally do not fulfill the credit hour requirement for a major or minor in the Diederich College. Students having received a grade of D in a Diederich College of Communication course, should contact the department chair who will determine whether or not the course can be accepted or suggest that the course be repeated or replaced by a substitute course. If a student receives a grade of CD or D in a major or minor course offered by another college on campus, that department chair must be consulted. Credit is given only once for repeated courses. See the University Repeated Courses Policy (http://bulletin.marquette.edu/previousbulletins/2015-16/undergrad/academicregulations/#repeatedcourses).

Professional Standards
All written work and oral presentations produced by students in all classes under the jurisdiction of the Diederich College of Communication are expected to conform to professional standards of lucidity, coherence, grammar, spelling and punctuation. All instructors in all classes under the jurisdiction of the college will consider the factors listed above, as well as substance, in grading written and oral presentations.

Transfer Credit Policy
Students planning to take course work at other institutions should obtain college approval before enrolling. Approval will be based on a review of course descriptions in the current bulletin of the college or university at which the courses will be taken. The student should present a bulletin or website address with such information at the time approval is sought. If prior approval is not obtained, there is no guarantee that credits earned will be accepted by Marquette University. Approval forms may be obtained at the college records office.

In accordance with the University Transfer Credit Policy (http://bulletin.marquette.edu/previousbulletins/2015-16/undergrad/admissionprocedures/#admissionasatransferstudentadvancedstanding), the Diederich College of Communication will grant credit for courses taken for a grade and completed at a C or better. Only credits will transfer, not grades. Courses completed in a quarter-hour system will be converted to semester credits. A Marquette equivalent will be specified for each transferable course. Some transferable courses, for which there is no discernible Marquette equivalent, will be awarded credit using “generic” numbers such as 9290-9299 and 9390-9399. These credits will count toward the degree and may fulfill college core, major or minor requirements. However, they will not fulfill any requirement where a specific course number (i.e. PHIL 1001 Philosophy of Human Nature or THEO 1001 Introduction to Theology) has been indicated. Contact the director of student records with any questions or concerns regarding transfer credits.

Accreditation
The college’s academic areas of advertising, digital media, journalism, and public relations have been accredited by the Accrediting Council on Education in Journalism and Mass Communication. The theatre arts programs is accredited by the National Association of Schools of Theatre.