

Continuation Policy

Continuation of Program

While the University has general regulations governing scholastic eligibility for continuation, the Department of Construction Management has adopted additional requirements in order to make the best use of departmental resources and to provide reasonable assurance of academic success of our majors.

Construction Management Majors who are considering dropping a CM course, using the [Current Quarter Drop process](#) (replaces Annual Quarter Drop process), should carefully read this Satisfactory Progress Continuation Policy and contact our department undergraduate advisor.

The following criteria and procedures will be applied to all undergraduate students majoring in Construction Management for determining continuance in the major. Students are encouraged to frequently review their academic progress, and may seek advising from the our department undergraduate advisor at any time.

Basic Criteria for Continuation

1. Our undergraduate program is designed for students to enroll full-time in Autumn, Winter, and Spring quarters and start the 300-level core courses in their second-to-last year, completing them before the capstone series.
2. Students admitted through the Freshman Direct Admission (FD) Pathway should plan to complete the major in four academic years after admission to the university and the major. Students admitted through the Early Admit Admission (ED) Pathway should plan to complete the major in three academic years after admission to the university and the major. Students admitted through the Upper Division Admission (UD) Pathway should plan to complete the major in two academic years after admission to the university and the major.

- Full-time students must complete 12 or more credits per quarter among those listed in the completion requirements. An average of 15 credits per quarter is required to complete the minimum graduation requirements in the conventional 12 quarters. X, NC, and NS grades do not satisfy degree requirements, and S grades may only count towards specific degree requirements in [Extraordinary Circumstances Quarters](#).
 - The CM Department will review the progress of all majors each quarter.
 1. If a student's performance fails to meet the standards outlined above in a quarter during their tenure as a major in the Department of Construction Management, the student will be first placed on warning (See Review and Notification of Progress section of this policy).
 2. If a student's performance fails to meet the standards outlined above any two quarters during their tenure as a major in the Department of Construction Management, the student will be first placed on probation (See Review and Notification of Progress section of this policy).
 3. If a student's performance fails to meet the standards outlined above any three quarters during their tenure as a major in the Department of Construction Management, the student will be on dismissal status from the major. (See Review and Notification of Progress section of this policy).
 - Students unable to enroll full-time should meet with the department's undergraduate advisor to put together a part-time degree plan and must complete at least one course each quarter applicable to their degree requirements. CM students are responsible for obtaining approval from any other relevant offices (e.g., Financial Aid, International Student Services) prior to enrolling part-time.
3. Any second major that is declared in addition to CM constitutes a double degree (requiring a minimum of 225 credits). Students pursuing a double degree must draft a degree plan outlining all remaining requirements for both majors and meet with advisors in both departments to determine whether the plan is feasible within UW's [Satisfactory Progress](#)

[Policy](#) before the second degree is declared. Students pursuing a double degree are expected to make progress towards both degrees simultaneously.

4. CM students who plan to take time off from the university should meet with the department's undergraduate advisor before taking time off to discuss how this will impact their academic plan. CM students are also responsible for obtaining approval from any other relevant office (e.g., Financial Aid, International Student Services) prior to taking time off. Students who are not enrolled for 2 or more consecutive quarters (excluding Summer quarter) will receive a registration hold. These students will need to complete the university's [Returning Student Process](#) and will need to meet with the department's undergraduate advisor before their registration hold will be removed.
5. In line with the UW [Satisfactory Progress Policy](#), CM students are expected to graduate within a total of 12 quarters/210 credits or as soon as all degree requirements have been completed. With the exception of approved double degree plans (see above), the CM Department will not approve student degree plans which delay graduation beyond this 12 quarter/210 credit timeframe in order to take courses which are not required for the CM major.
6. Students must maintain a minimum 2.00 UW GPA
7. Students should maintain a minimum 2.50 cumulative GPA in upper-division courses completed in the College of Built Environments. Any student who falls below the above GPA criteria receives a warning and will receive a registration hold until they meet with the department's undergraduate advisor to discuss their academic progress (See Review and Notification of Progress section of this policy). CM students are also subject to the UW [Low Scholarship Policy](#).
8. Students who fail criteria 6 or 7 on a quarterly (vs. cumulative) basis will be placed on departmental academic warning. Students on academic warning will be notified of their academic warning and will receive a registration hold until they meet with the department's undergraduate advisor to discuss their academic progress. Academic warning students are not otherwise subject to the probationary process outlined below.

Review and Notification of Progress

The department will review the progress of all majors each quarter. If a student's performance fails to meet the standards outlined above in any quarter during their tenure as a major in the Department of Construction Management, the student may be first placed on warning, then probation, and finally dismissal status for each subsequent quarter that they violate the policy.

Warning

The first quarter a student does not meet satisfactory progress the student will be issued a "warning" via email and a registration hold will be placed on their account. The warning email is issued only one time. Students receiving a warning must acknowledge receipt of the warning via email to have the registration hold removed, but students are also required to meet with the department's undergraduate advisor. The advisor will assist by recommending campus resources, helping plan a course load that is manageable, and by assisting the student with choosing the correct pathway within the major or discussing other majors at the University. Students are encouraged to discuss all circumstances leading to a lack of satisfactory progress, including extenuating circumstances and situations outside of academic life that may impact success.

Probation

Students who fail to meet satisfactory progress in a second, but not necessarily consecutive quarter, will be on "probation" status and a registration hold will be placed on their account. Students will be issued a probation letter via email. Students will be required to submit a self-assessment form, create a graduation plan, and must schedule a meeting with the department's undergraduate advisor to have the registration hold removed. Students can expect the same support during their appointments as outlined in the "warning" section. Students who do not meet with an advisor will not be able to register for future quarters.

Dismissal

Students who fail to meet satisfactory progress in a third, but not necessarily consecutive quarter, will be on dismissal status from the major. Students will be notified via email and given instructions if they wish to appeal dismissal from the major. There will be a deadline for the appeal clearly stated on the letter. Students have only one opportunity to appeal dismissal.

If the appeal is not approved or students do not appeal dismissal, they will be assigned a premajor or extended premajor degree code (i.e. they are dismissed from the CM major). The Department retains the right to drop dismissed students from future CM coursework where it is required to be a declared major to be enrolled.

If appeal is approved, the student must make satisfactory progress as outlined in the approval notification. If they violate this policy in a quarter after their appeal they will be dismissed. There is no opportunity to appeal this final dismissal.

Removing Warning, Probation or Dismissal Status

In some circumstances, a violation of this policy can be removed if the student's progress warrants it. For more information and details, please speak with the department's undergraduate advisor.