CHAPTER 4. RULES APPLYING TO ALL PUBLIC INSTITUTIONS
OF HIGHER EDUCATION IN TEXAS
Subchapter A. GENERAL PROVISIONS

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4.1. – 4.2. No change

4.3. Definitions.

The following words and terms, when used in this subchapter, shall have the
following meanings, unless the context clearly indicates otherwise:

(1) Associate of Science degree and the Associate of Arts degree --
collegiate degrees consisting of lower-division courses designed to prepare
students for transfer to a bachelor's degree program.

(2) Associate of Applied Science degree and the Associate of Applied
Arts degree -- technical certificates issued to students who complete workforce
education curricula of collegiate level.

(3) Associate of Arts in Teaching degree -- Board-approved collegiate
degree programs consisting of lower-division courses intended for transfer to
baccalaureate programs that lead to initial Texas teacher certification.

(4) Bachelor of General Studies degree -- a program designed
principally for mature students who seek a flexible degree program and who do
not desire or may not meet prerequisites of a highly structured traditional degree
program, and to permit students to plan, with advisement, an individualized
program with access to a wide range of academic disciplines and fields of
professional study.

(5) Bachelor of Applied Arts and Sciences degree -- a program
designed to provide a path to a bachelor's degree for students who have earned
previous collegiate credit through workforce education curricula. The degree
program combines general education requirements and a professional
component designed to complement the student's technical or vocational
competence.
(6) Board -- The Texas Higher Education Coordinating Board.

(7) Commissioner -- The Commissioner of Higher Education.

(8) Common calendar -- dates and information pertaining to the beginning and ending (and lengths) of academic semesters and sessions, applicable to all Texas public universities and community, technical and state colleges.

(9) Consulting or testifying expert witness -- any non-fact witness whose name must be disclosed during litigation as required by the Texas Rules of Civil Procedure.

(10) Degree program -- any grouping of subject matter courses which, when satisfactorily completed by a student, will entitle the student to a degree from an institution of higher education.

(11) Dropped Course -- a course in which an undergraduate student at an institution of higher education has enrolled for credit, but did not complete, under these conditions: (a) the student was able to drop the course without receiving a grade or incurring an academic penalty, (b) the student's transcript indicates or will indicate that the student was enrolled in the course past the deadline to add and drop prior to the census date, and (c) the student is not dropping the course in order to withdraw from the institution.

(12) Faculty or professional staff of an institution of higher education -- a non-classified, full-time employee who is a member of the faculty or staff and whose duties include teaching, research, administration or performing professional services, including professional library services.

(13) Fiscal year -- the State of Texas' fiscal year, September 1 through August 31.

(14) Institution of higher education or institution -- any public technical institute, public junior college, public senior college or university, medical or dental unit, or other agency of higher education as defined in Texas Education Code, Section 61.003.

(15) Interdisciplinary baccalaureate degrees -- the Bachelor of General Studies degree (defined in paragraph (4) of this section) and such general degrees as liberal arts or humanities. These broad-based degrees vary in the amount of prescriptive structure but share the characteristics of flexibility for the student and interdisciplinary course selection.

(16) Non-classified -- an employee whose position is not controlled by the institution's classified personnel system or a person employed in a similar position if the institution does not have a classified personnel system.
(17) Religious holy day -- A holy day observed by a religion whose places of worship are exempt from property taxation under the Texas Tax Code, Section 11.20.

(18) Active military service – Active service in the armed forces of the United States or in the National Guard or the Texas State Guard.

4.4 - 4.9 No change.

4.10 Limitations on the Number of Courses That May Be Dropped Under Certain Circumstances By Undergraduate Students.

(a) Beginning with the fall 2007 academic term, and applying to students who enroll in higher education for the first time during the fall 2007 academic term or any term subsequent to the fall 2007 term, an institution of higher education may not permit an undergraduate student to drop a total of more than six courses, including any course a transfer student has dropped at another institution of higher education as defined for this section, unless:

1. the institution has adopted a policy under which the maximum number of courses a student is permitted to drop is less than six; or

2. the student can show good cause for dropping more than that number, including but not limited to a showing of:

   (A) a severe illness or other debilitating condition that affects the student’s ability to satisfactorily complete the course;

   (B) the student’s responsibility for the care of a sick, injured or needy person if the provision of that care affects the student’s ability to satisfactorily complete the course;

   (C) the death of a person who is considered to be a member of the student’s family or who is otherwise considered to have a sufficiently close relationship to the student that the person’s death is considered to be a showing of good cause;

   (D) the active duty service as a member of the Texas National Guard or the armed forces of the United States of either the student of a person who is considered to be a member of the student’s family or who is otherwise considered to have a sufficiently close relationship to the student that the person’s active military service is considered to be a showing of good cause;

   (E) the change of the student’s work schedule that is beyond the control of the student, and that affects the student’s ability to satisfactorily complete the course; or

   (F) other good cause as determined by the institution of higher education.
(b) Each institution of higher education shall adopt a policy and procedure for determining a showing of good cause as specified in subsection (a) of this section and shall provide a copy of the policy to the Coordinating Board.

(c) Each institution of higher education shall publish the policy adopted under this section in the catalogue and other print and Internet-based publications as appropriate for the timely notification of students.