

# Academic progress regulations for official bachelor's degree studies at the University of Girona

*Approved by the University Community Commission of the Board of Trustees of the UdG in session CU 1/2009, of 1 June*

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## Preamble

The University of Girona wishes to promote the quality of the degrees, both in terms of the academic results and the effectiveness of the qualifications. Among the different aspects that contribute to attaining this objective, one of the most important is students' academic progress, in addition to adequate monitoring of the sequence of the subjects programmed in the different curricula. It is also the mission of this University to maximise students' academic progress and to promote the responsible exercising of their rights and duties.

## Article 1. Scope of application

1. These regulations aim to set out the rules of permanence and to regulate the academic progress of the students taking university bachelor's degree studies in accordance with the provisions of the RD 1393/2007, of 29 October, by which official university teaching is organised.
2. These Rules are formulated so that establishing the time required to complete the degree depends on the students themselves, consequently allowing them to study part-time.

## Article 2. Definition

1. Grade calls: A grade call is understood as each of the times students are definitively graded with respect to an academic year in the subjects or modules they are enrolled on.

2. Grade call periods: Grade call periods are understood as each of the periods of the academic year when students are graded. The academic calendar of the University will set out the grade call periods for each academic year.

### Article 3. Grade periods and calls

1. Each module or subject will have only one grade call per academic year in the corresponding student academic record, in accordance with the evaluation regulations and the academic calendar of the University of Girona linked to the periods established in the academic calendar to which point 2 of the previous article refers.

2. The students are allowed three grade calls to pass each subject or module. If the student does not pass the subject or module in the third call they will be able to request a fourth and last call of grace from the director of the teaching centre who, duly informed, will send the request to the Academic and Validated Credit Transfer Committee for them draft the proposal for the corresponding decision of the rector.

3. For a grade call not to count, the student can request the enrolment be cancelled until the date established to this effect in the academic calendar of the University of Girona.

4. The grade of “Absent” exhausts a grade call to the effects provided for in these regulations.

5. Students who exhaust the number of grade calls established for a subject or module must drop out of the degree.

### Article 4. Specific academic progress regulations for first-year students

1. Students enrolling for the first time on a degree must enrol exclusively for first year credits. They must enrol for at least 30 credits.

2. To continue studying the same degree, all students must pass subjects and modules to a total value of a minimum of 30 credits in the two first academic years. Otherwise, they will not be able to continue studying this degree at the UdG. To these effects, recognised credits will not be counted.

3. Students enrolling for the first time on a degree or who do not pass 30 credits in the first academic year will only be able to enrol for first-year credits in the second academic year.

4. Students enrolling for the first time on a degree who obtain the recognised credit transfer passed in other academic records will be able to enrol for credits on later academic years up to the established limit of 60 in total, in accordance with the sequence provided for in the corresponding curriculum. These students, if they do not pass 30 credits, must enrol for the pending credits in the second academic year. They will also be able to enrol for new credits to a maximum of 60 credits between the ones enrolled for from the previous academic year and the new ones.

5. When, in accordance with these regulations, a student is in situation of not being able to continue the degree they started, they can only do the pre-enrolment again on any of the other UdG degrees. They can only access the first degree again if they come from another degree, either as a degree holder or through academic record transfer.

## Article 5. Educational progress

1. To continue their education, students must enrol each year on all the subjects or modules they did not pass the previous academic years.
2. Excluding the first year, students must enrol for a minimum of 24 credits, except when the number of pending credits to finish the studies is less than this number or when the enrolment requirements for the degree prevent this.
3. Students can enrol for a maximum number of 75 credits so students who have credits pending from previous years - bearing in mind that it is compulsorily to enrol on these before the new credits - can only enrol for the total number of credits corresponding to the new year if the sum of the pending credits and the credits of the new year is within the limit.

## Article 6. Reclamations derived from applying these regulations

The final decision on requests related to the academic progress regulations for degrees is made by the rector, who will previously appraise the circumstances alleged by the students and in the reports or proposals drafted by the organs of directors of the teaching centres of the affected students. The rector's decisions exhaust all available administrative remedies and can be contested under jurisdiction for suits under administrative law.

## Additional provision

Every year, the Teaching Commission of the UdG will analyse the results of applying these regulations compiled by the administrative organ of the university responsible for processing academic information and evaluation, and it will be responsible for evaluating this information according to the minimum academic progress of the students and the system of funding established for universities.

## First transitory provision

Because the University's academic calendar for the academic year 2009/10 has already been approved, the deadlines for requesting the cancellation of enrolment on subjects to the effects of grade calls are 31 October 2009 for 1st semester subjects and 26 March 2010 for second semester and annual subjects.

## Second transitory provision

To the effects of calculating grade calls, the calls exhausted before these regulations came into effect will not be counted.

## Single final provision. Entry into force

The present permanence and progression rules for official bachelor's degree studies of the UdG will come into force in the academic year 2009-2010.