2021-2022 Policy Highlights

STUDENT ELIGIBILITY & REGISTRATION

- UConn ECE partner high schools are responsible for providing program information and guidance to potential UConn ECE Students
- All UConn ECE partners must utilize the Student Eligibility Guidelines posted on the Courses page during the course selection process for students. Students must have fulfilled the prerequisites required by the UConn department for a particular UConn course before enrollment occurs.

SEQUENTIAL COURSES

- Students unable to pass the first course of the sequence with a grade of C or higher will be dropped by the UConn ECE Program Office from the second course of the sequence and refunded any paid course fees for the second course.
- If a Student has received a C- or below in the first course of a sequence but wishes to continue to the second course, the Student must receive Instructor and Site Representative consent and complete a Sequential Course Continuation Form
- Forms are due before the start of the second course or by February 8 (whichever is first)

WITHDRAWALS

- Courses not dropped in DualEnroll by October 6 will require the student to complete the Withdrawal process and all program fees to be paid.
- Students require approval from both the Site Representative and instructor to withdraw
- Fall course withdrawals are due by December 12
- Spring and Full Year course withdrawals are due by May 1

GRADING

- UConn ECE instructors are responsible for submitting final grades through the Student Administration System. Final grades are issued on an A - F scale
- Fall course grades are due by February 15
- Spring and full year course grades are due by July 1

LONG-TERM SUBSTITUTES

- For purposes of academic integrity and course comparability with the UConn course, substitute teachers are not authorized to teach any UConn ECE course longer than two weeks
- The high school Principal, Site Representative, or UConn ECE Instructor is responsible for notifying the UConn ECE Program Office and the appropriate Faculty Coordinator that a long-term substitute is planning to teach a UConn course
- The UConn ECE Program Office will then work with the high school and long-term substitute on an emergency certification procedure.

See the Policies and Procedures page here, https://ece.uconn.edu/policies-procedures/ for more details and all program policies.