


<b>Category</b>	Enrollment and Registration	<b>Policy Number</b>	ACA-REG-202	 جامعة زايد ZAYED UNIVERSITY
<b>Distribution</b>	External	<b>Version</b>	1.1	
<b>Responsible Office</b>	Provost	<b>Policy Owner</b>	Registrar's Office	
<b>Date Approved</b>	15 December 2023	<b>Effective Date</b>	15 December 2023	
<b>Date Last Reviewed</b>	12 December 2023	<b>Due Date for Next Review</b>	15 December 2026	

## **POLICY**

### **Undergraduate Degree Completion and Graduation**

#### **1. Purpose**

This policy ensures the requirements for the awarding of academic degrees including undergraduate degrees, applications for degrees and certifications of degree completion are conducted in a manner that is consistent with university standards, and with appropriate integrity, consistency, and fairness.

#### **2. Scope of Application**

This policy applies to the awarding of all undergraduate degrees at Zayed University.

#### **3. Policy**

A bachelor's degree may be awarded only to students who have satisfied the credit-hour requirements for a specific degree, the Grade Point Average requirements, and other established degree-specific requirements based on all applicable university policies and procedures.

**3.1** The minimum Cumulative Grade Point Average (CGPA) required for a bachelor's degree is 2.00.

**3.2** Students have to satisfy the degree requirements for their specific program as specified in the Zayed University Catalog.

**3.3** All undergraduate students must complete the requirements to graduate within twice the normal time for the completion of their degree program (e.g., within eight years for a four-year program).

**3.4** Eligible national undergraduate students who receive federal funding will be funded for a time period not exceeding 1.5 times the normal time for the completion of their degree program (e.g., six years for a four-year program). Students who require more time to complete their graduation requirements are responsible for arranging the funding of the remaining tuition fees by themselves (see MOE Federal HEI Financing System 2022, Financing Term).

**3.5** Degrees are awarded at the end of each academic semester: Fall, Spring, and Summer.

**3.6** The official date of a degree award is the final day of the academic semester including the exam week as specified in the Academic Calendar.

**3.7** The Registrar’s Office certifies degree completion and degree awards.

**4. Related Policies and Laws**

ACA-PRO-201 Academic Progress in the Baccalaureate Program

ACA-PRO-203 Grading in the Baccalaureate Program

MOE Federal HEI Financing System 2022

**5. Administration**

This policy is administered by the Registrar’s Office.

**6. Revision History**

<b>Date</b>	<b>Revision</b>
15 December 2023	Approved by the Provost.
12 December 2023	Non-substantive updates to add greater clarity regarding time spent towards graduation (3.3) and students who are eligible to receive federal funding (3.4).
16 November 2022	Administrative change: Updated the information header and policy numbers to be in line with the new format. Updated the policy number from ACA-REG-12 to ACA-REG-202
27 December 2021	Approved by the University Council. President’s Decision issued (PD#93 of 2021) (Version 1.0).
21 November 2021	Endorsed by the Academic Affairs Committee.
25 October 2021	Endorsed by the Academic Council.
11 October 2021	Endorsed by the Provost’s Council.
10 October 2021	Endorsed by the Deans’ Council.
1 October 2020	New policy drafted.