



The Heidelberg Four-Year Graduation Guarantee

Heidelberg guarantees that all undergraduate students who sign this Four-Year Graduation Guarantee and complete the requirements outlined below will graduate in four years or Heidelberg will waive tuition for the remaining coursework and any on campus room and board expenses at Heidelberg University.

Heidelberg University's Responsibilities:

- Assign you an academic advisor in the Owen Center for Academic & Career Support and later to a faculty advisor in an academic department to offer you individualized advising to guide your progress toward on-time graduation.
- Inform you about University curricular, co-curricular, and major requirements, licensure exam requirements, and any changes to those requirements in a timely manner.
- Provide the necessary course sequencing and scheduling for you to fulfill all degree requirements within four years.

Student's Responsibilities:

- Matriculate as a first-year, degree-seeking Heidelberg University student.
- Sign the Heidelberg Four-Year Graduation Guarantee during the first four weeks of your first fall semester at Heidelberg. You do not need to commit to a major at the time you sign the guarantee; however, some majors may require you to begin coursework in the first two semesters.
- Declare one academic major by the end of the fourth semester. The guarantee applies to graduation requirements for the pursuit of one academic major. You may declare additional majors and minors, but the guarantee does not apply to requirements beyond one academic major.
- Pursue a course load during fall and spring each academic year to total 30 semester hours.
- Maintain the required University 2.0 minimum grade point average and earn sufficient grades to enroll in the next level of required courses.
- Maintain a flexible schedule that allows you to take the courses you need when they are offered.
- Meet with your assigned academic advisor prior to each registration week to select courses that meet all degree requirements, and discuss progress on all professional licensure exams required in some majors.
- Register for courses approved by your assigned academic advisor according to the academic calendar. Contact your academic advisor if any changes are needed.
- Work closely with your academic advisor to ensure that courses from a semester study away experience will be accepted as credit to keep you on track for graduation.
- Review your academic progress through DegreeWorks at the start of each semester.
- Comply with and respond to all University communication regarding your academic and degree progress.
- Be in good standing with the University at the time of registration and degree completion.
- Apply for graduation by the published deadline.

Guarantee

If you fulfill all the requirements of the guarantee and do not graduate in four years, then Heidelberg will waive tuition for the courses you need to graduate and on campus room and board expenses at Heidelberg University.

Student Name _____

Student Signature _____ Date _____

Parent/Guardian Name _____
(if student is under 18 years of age)

Parent/Guardian Signature _____ Date _____
(if student is under 18 years of age)