

Undergraduate Student Terms

Academic Calendar = semester-specific dates and deadlines for students officially registered for courses. Found on the [Academic Calendar](#) website.

Academic Year = period of instruction composed of the fall, spring, and summer semesters.

Chosen Name = an alternative to the individual's legal name as designated by the individual in university systems. Found on the [Diversity, Equity, and Inclusion](#) website.

Class Level = First Year, Sophomore, Junior, Senior. Each level is determined by how many "Total" credits (transfer and Gwynedd-found on your Unofficial Transcript) you have earned. Does not include credits for which you are currently enrolled as you have not earned those credits yet.

Co-requisite = course you must register for at the same time as another course. For example, you must register for BIO-107L when you register for BIO-107.

Course Catalog = the complete list of [courses offered](#) as part of the curriculum at Gwynedd Mercy University.

Course Load = Full time, Three-Quarter time, Half time, and Less than Half time (depends on how many credits for which you are enrolled in each semester).

Course Schedule = list of [course section offerings](#) by semester.

Course Section = a unique offering of a particular course. For example, HIS-107 DA (offered on Mon/Wed from 8:00am to 9:45am) is a section of the course HIS-107.

Drop = dropping a course removes it from your schedule and transcript. There will be no public record that you enrolled in the course. In order to drop a course, you must either submit the request through Self Service or in writing to your advisor. You will not be dropped from a course if you just stop attending.

FERPA = Family Educational Rights and Privacy Act. Federal law that established the right of students to inspect and review their education records and to have some degree of control over the information that is released to the public. Additional information found on the [Registrar's](#) website.

First Year = undergraduate student who has earned 1-29 credits.

Full time undergraduate = undergraduate student enrolled in 12 or more credits in one semester.

Half time undergraduate = undergraduate student enrolled in 4-6 credits in one semester.

Holds = restriction that may stop you from registering for your next semester courses.

Junior = undergraduate student who has earned 60-89 credits.

Legal Name = name on your birth certificate.

Less than Half time undergraduate = undergraduate student enrolled in 1-3 credits in one semester.

Pre-requisite = course you must complete (or be currently enrolled in) to register for another course. For example, you must complete or be enrolled in ENG-101 in order to take any SEM course.

Semester = Fall (August through December); Spring (January through May); Summer (May through August).

Senior = undergraduate student who has earned more than 90 credits.

Sophomore = undergraduate student who has earned 30-59 credits.

Student ID# = random number assigned to you as you are entered into our Student Information System (also known as Colleague).

Syllabus = outline of a course, provided to students by the instructor.

Three-Quarter time undergraduate = undergraduate student enrolled in 7-11 credits in one semester.

Transcript = official record of courses and grades earned.

Waitlist = when a course is full, you can be added to the waitlist. If a student drops that course section, the next person on the waitlist is notified and has the opportunity to register for that course.

Non-matriculated = students not enrolled in a credentialed program.

University Catalog = [official University publication](#) with information about policies and other important information.

Withdraw = withdrawing from a course keeps the course on your transcript with a "W" grade. Students who withdraw from a course may still be responsible for the tuition and fees associated with that course (see the University Catalogs for details). In order to withdraw from a course, you must submit the Course Withdrawal form to your advisor.