

# TEACH-OUT POLICY

---

In the event that the decision is made by Biola to discontinue a program or a portion of a program, then new student enrollment will cease immediately in that program. No currently enrolled students will be allowed to declare that program of study. No student returning from dismissal or leave of absence will be admitted even if they are in a catalog year in which the program was formerly active.

Biola University commits to providing a schedule to offer all courses needed by students to complete the program. Once the remaining courses have been agreed upon, the student's set plan will become the graduation contract between the student and the institution (students will still be required to complete the graduation application process). Under such circumstances, students would be required to meet the stipulations of the "teach-out" as expressed below.

- Students will be expected to take the courses required to complete their programs when offered. Failure of students to take required courses when offered will not obligate the institution to offer the courses again.
- Students who fail to complete or pass courses as scheduled may retake the failed course(s) only if they continue to be offered at the university and if students can still complete the retaken course prior to the teach-out end date.
- Students who fail to make satisfactory academic progress and are dismissed from the program following an appeal, or fail to make an appeal, will lose their right to participate in the program under the teach-out policy. Students will be required to choose a new program if/when they are approved for re-enrollment to Biola University.
- Students who take a leave of absence or withdraw before or after the announcement of the teach-out, or withdraw from the program will be allowed to return to the program only if they meet the following conditions:
  - The program is still offered.
  - The courses required by the student for completion of the program are still offered.
  - The returning student will be able to complete those courses prior to the teach-out end date.
  - The end date will not be extended to accommodate students returning.

## Teach-Out Length (p. 1)

Teach-outs for a program or portion of a program will occur over a period of no more than three academic years (an academic year is 3 consecutive terms, e.g., fall, spring, summer) unless the program is a doctoral program or a program approved for an exception. Students must complete all degree requirements for that program within the timeframe that the courses are scheduled and offered.