Thank you for choosing The University of Texas at El Paso. Within this guide you will find important information that every student needs to know. At the Academic Advising Center, we are here to help answer all of your general questions while you pursue your academic career. Please refer to this reference guide as a launching pad for your academic journey.

We encourage you to contact your advisor about any questions or issues you may have as a prospective or current student at the University of Texas at El Paso.

If you come across any questions after reading this reference guide, please feel free to visit your advisor. Do not hesitate to ask; it’s the only way to learn.

Remember, this is your academic journey and the Academic Advising Center is here to help you on your pathway to success!

“Graduating from UTEP is not a race, it’s keeping the pace!”

We look forward to assisting you on your journey to academic success.

Academic Advising Center Bldg.
915-747-5290
www.utep.edu/advising
Email: eadvise@utep.edu
ACADEMIC POLICIES

Grade Replacement Policy

Only Freshman level courses (courses that start with a “1”) such as HIST 1301 or ENGL 1311 can be grade replaced.

Students can replace a grade of “D” or “F” by attempting the class a second time.

Grade Replacement at UTEP can only be completed with courses taken at UTEP.

Six-Drop Policy

Limits students to only 6 class withdrawals during their undergraduate career.

Courses dropped before Census day do not count against the 6 course drop limit.

Seventh and subsequent course drops will be recorded with grades of “WF.”

This includes student and faculty initiated drops and courses dropped at other Texas public institutions (e.g. EPCC).

Course Repeat Policy

If a student attempts the same course a third time, there will be an extra $100.00 fee PER CREDIT HOUR to retake the course.

Courses attempted a third time will not grade replace, UNLESS one of the previous attempts was a “W” (Withdrawal).

CORE CURRICULUM

All undergraduates at The University of Texas at El Paso are required to complete a 42-semester credit hour core curriculum before receiving a baccalaureate degree.

“C” Rule

All courses used to satisfy the core curriculum must be completed with a grade of “C” or better. This also applies to courses transferred from another institution.

Major Specific

Students are advised to consult particular degree requirements for their major before selecting courses to meet core curriculum requirements.

Texas Common Core

Students who transfer without completing the core curriculum at another Texas institution of higher education, but who have completed blocks within the core, shall receive credit in UTEP’s core curriculum for each of the blocks successfully (“C” or better) completed in the core curriculum of the sending institution.

Core Sequence

Within the core curriculum, students must meet designated requirements for Reading, Writing and Math sequences.

ACADEMIC STANDING

Eligible to Enroll

Overall GPA 2.0 or higher

Dean’s List

Complete 12 hours college level and semester GPA 3.5 or higher

Academic Probation

Overall GPA falls below 2.0
Continuing probation if overall GPA is below 2.0 but semester GPA is 2.0 or higher

Academic Suspension

If probation students’ semester GPA falls below 2.0

STUDENT SCHEDULE BUILDING

One of the many activities that an advisor can assist a student with is building a semester schedule. Students should prepare for advising appointments, keeping in mind the following considerations:

- Course Availability
- Core Curriculum
- Course Sequence
- Study Time
- Placement
- Healthy Habits (Wellness)
- Grade Replacement
- Reading Intensive Courses
- Work and Other Outside Responsibilities
- Major and Minor Requirements
- Degree Plan

http://degreeplans.utep.edu/