The provisions of the URR are as follows:

• Students entering as a transfer student and completing a dual bachelor’s degree program involving two schools must be registered at Northwestern for at least 9 quarters and earn credit for courses worth at least 2 full units of credit at Northwestern. The SA designation will not carry Northwestern course numbers and the SA designation will not be counted toward the URR, with the exception of HPME students as detailed below.

A student may appeal for a URR variance to the Registration Requirement Appeals Committee, which consists of the associate provost for undergraduate enrollment, the associate provost for undergraduate education, the University registrar, and two associate or assistant deans from different undergraduate schools. The deans serve three-year terms on a rotating basis.

The student should submit a written petition to an adviser familiar with his or her situation. The adviser writes a letter of support and submits both documents to the Office of the Registrar for the committee’s consideration. The appeal must be specific and document any unusual or mitigating circumstances, such as illness, family hardship, or a death in the family. The Registration Requirement Appeals Committee convenes on a regular basis to review petitions.