The University of Oklahoma

Reciprocal Exchange Students
Mid-Term Progress Report Policy

I. Reciprocal Exchange Students
   A. An international student who is admitted to the University of Oklahoma (“OU”) through a reciprocal exchange program engages in a prescribed course of study that will contribute toward a degree being pursued in his/her home country.

   B. Exchange students are classified as non-degree seeking students and may attend OU for one academic year or less.

   C. As non-degree seeking students, exchange students are required under federal regulations to:
      1. participate “full-time in a prescribed course of study” (22 C.F.R. § 62.23(h)(2)(i)(A)) and
      2. maintain “satisfactory advancement towards the completion of his or her academic program” (22 C.F.R. § 62.23(h)(2)(i)(B)).

   D. The requirement to participate full-time in a prescribed course of study requires exchange students to enroll and complete a full-time credit load, i.e., a minimum of 12 credits for all exchange students.

   E. Exchange students must also regularly attend classes and make a good faith effort to progress academically in their program in order to meet the requirement to maintain satisfactory advancement towards program completion.

II. Mid-Term Progress Report Form
   A. At mid-term each semester, exchange students must request their instructors of each of their classes to complete a Mid-Term Progress Report Form (“Form”).

   B. A copy of the Form is located at http://www.ou.edu/content/cis/iss/exchange-students/academic-credit.html. A copy of the Form can also be obtained from the Office of International Student Services.

   C. Exchange students must submit a completed Form for each of their classes to the Office of International Student Services at mid-term each semester. All forms must be properly completed and submitted by the deadline set forth on the Form.

III. Penalties

   An exchange student may be prohibited from attending OU for a second consecutive semester if he/she:

   A. fails to submit to the Office of International Student Services his/her properly completed Form by the deadline indicated on the Form or

   B. submits a completed Form which indicates he/she has not been regularly attending and participating in class and has not been making a good faith effort to make academic progress.
IV. Other Policies

Exchange students are subject to OU’s Academic Retention, Probation, and Suspension Regulations (“Retention Regulations”) which are located at https://www.ou.edu/content/enrollment/policies/grading_policies.html. If any language in this Policy conflicts with OU’s Retention Regulations, the language of OU’s Retention Regulations shall prevail.

Contacts

Policy Questions: Exchange Student Coordinator
405-325-3337 or iss@ou.edu

Forms

In support of this policy, the following form(s) are included:

**Reciprocal Exchange Students – Mid-Term Progress Report Form**

http://www.ou.edu/content/cis/iss/exchange-students/academic-credit.html