

CREDITS , PROGRAM LENGTH AND TUITION

Credits. Rules governing assignment of course credit hours are set by the *U.S. Department of Education*, and the *Michigan Department of Management and Budget*. For lecture and recitation courses, the rules are precise. One class meeting of 50 minutes per week is assigned one course credit. Universities are allowed considerable latitude for laboratory and field courses. General practice is that one credit may be assigned to laboratory sections ranging from 50 to 170 minutes (one to three "hours"), two credits for sections ranging from 170 to 230 minutes (three to four "hours"), and three credits for those ranging from 170 to 290 minutes (three to five "hours"). The variation in time-to-credit ratio is intended to reflect both the intensity of the laboratory experience and the time required out of class to develop reports. Field classes typically carry the same or fewer credits per class hour compared to laboratory classes since time is often spent in transit and in other relatively low intensity learning activities.

Degree Program Length. The number of credits for the [bachelor's degree](#) averages about 128 credits. Total credits required for each degree program is listed on the [degree audit](#) for the program for the appropriate year. The graduate school sets minimum degree requirements for all [graduate programs](#), which are 30 credits beyond the bachelor's degree for the masters, and 30 credits beyond the masters for the doctorate. Individual programs may have additional requirements.

Tuition. Tuition is consistent across [undergraduate programs](#), but non-Michigan residents are assessed at a significantly higher rate than Michigan residents. Tuition is consistent across [graduate degree programs](#) regardless of residency. Additional surcharges and fees apply for certain programs, including engineering and computer science, due to the higher delivery cost of delivery for these programs.

STUDENT COMPLAINTS

Students have multiple avenues for registering varying types of complaints at Michigan Tech. The Student Commission, a campus-wide standing committee chaired by the Vice President for Student Affairs, meets regularly to address issues of concern to students. The Offices of the Dean of Students, Conduct Services, and Disability Services see students for a variety of concerns. Together, they assist students and categorize office visits into seven major areas: academic, financial, judicial, absence, disability, grievance and other. Total visits are compiled annually by category, type of visit, and year of student.

Michigan Tech's policy regarding academic grievances is stated in the [Student Handbook](#). The Graduate School has a separate policy for handling [graduate student grievances](#). Students are encouraged to seek informal resolution of their complaint by consulting with the [University Ombuds Office](#). The Ombuds Office keeps no formal records of complaints. Academic departments deal with students grievances in their units; beginning in 2012, the Office of the Provost will review student grievances annually.

Other avenues for student complaints include:

- If a complaint concerns academic integrity, students are instructed to follow procedures in the [Academic Integrity Policy](#).
- If a complaint concerns privacy issues (FERPA), students are instructed by the [Student Handbook](#) to file a complaint regarding privacy with the USDE.
- If a complaint concerns sexual discrimination, harassment or other affirmative action issues, students are advised to contact the [Affirmative Programs Office](#). This office maintains a log of student complaints. Complaints of sexual assault should be referred immediately to the Office of Public Safety.
- If a complaint concerns scientific misconduct, students are advised to contact the [Office of Compliance, Integrity and Safety](#).
- If a complaint concerns violation of Michigan Tech's Code of Community Conduct, students are advised to contact the [Office of Student Conduct Services](#).

In addition to complaints, students have many opportunities to voice their concerns, as discussed in our [Systems Portfolio \(3P1\)](#).

The needs of current students are communicated by student advisory boards and focus groups in a number of areas including; academic units, the Career Center, the JR Van Pelt/Opie Library, Student Affairs, the Student Development Complex, the Student Commission, residence hall councils, Michigan Tech Student Foundation, Undergraduate Student Government, Graduate Student Council, Student Entertainment Board, and the Memorial Union Board. Through regular presentations by their representatives, or individual questions during the public comment part of the proceedings, students directly voice their needs to the Board of Control. They can also address counseling services, judicial affairs, and various other units through direct contact with Board members, staff, and faculty. Student employees also communicate the needs of the greater student body directly to their on-campus employers.

TRANSFER POLICIES

Michigan Technological University is committed to accepting the maximum allowable amount of credit transfer to facilitate the transfer of students to Michigan Tech. The university maintains a full-time [Transfer Services](#) office for students intending to transfer credit.

Transfer credit evaluation is governed by [University Senate Policy 14-03](#). Collegiate and non-collegiate sources of credit are evaluated as transfer credit when it has been determined that they meet accreditation standards, and that the student has demonstrated an acceptable level of performance. Transfer credit is granted for courses taken in which a grade of "C" (2.0) or better has been earned and where the courses are judged equivalent in content, length and prerequisites to Michigan Tech courses. Transfer credit from non-accredited post-secondary institutions must be authorized by the dean of the college or school. There is no limit to the number of credits transferred, but students must adhere to the residency credit requirement for graduation. All transfer credit awarded is recorded on the student's transcript.

Policies and procedures for transferring credits from international institutions are described by [International Programs and Services](#). The [Graduate School](#) allows a limited number of graduate credits to be transferred from other institutions; a limited number of courses taken as an undergraduate at Michigan Tech can be applied to a graduate degree.

VERIFICATION OF STUDENT IDENTITY

Online course content is only available to students enrolled in the specific online course, and accessed through the learning management system with their unique ISO (Initial Sign-on) login user ID and password. Students are expected to adhere to [Michigan Tech's Acceptable Use of Information Technology Resources](#), which includes a prohibition against disclosing passwords to others. The Student Handbook identifies our computer use policies which outline the ethical expectations of our students as well as the consequences for violating these expectations. Portions of our distance learning program integrate corporate (employer) partners who verify the student (employee) identity. Some examinations are proctored in a test center; a proctor agreement is signed by the student and proctor to verify the identity of the student. For student essays, faculty have access to anti-plagiarism software (Turnitin) to verify originality of written work.

INSTITUTIONAL DISCLOSURES and ADVERTISING AND RECRUITMENT MATERIALS

Michigan Technological University discloses its accreditation by the Higher Learning Commission on its [webpage](#) devoted to accreditation.

TITLE IV PROGRAM and RELATED RESPONSIBILITIES

General Program Requirements

Michigan Tech has no findings from the Department of Education.

Financial Responsibility Requirements

Financial composite ratios submitted to HLC in March 2011 are included as an appendix to this report. No comments or concerns have been raised by the Commission.

Michigan Tech received an unqualified opinion in response to the financial audit for fiscal year 2011. Audited Fiscal Year Financial Statements for fiscal year 2011 and prior years are available at <http://www.admin.mtu.edu/acct/reports/audited.php>.

The A-133 Report for 2011 and previous years is available at <http://www.admin.mtu.edu/acct/reports/a133.htm>. The auditors did not identify any deficiencies in internal control over financial reporting that they consider to be material weaknesses.

Default Rates

Michigan Technological University's [cohort default rates](#) are significantly below national average for public universities (FY2009 7.2%, FY2008 6.0%) as well as private universities (FY 2009 4.6%, FY2008 4.0%).

OPE ID	School	Type	Control	PRGMS		FY2009	FY2008	FY2007
002292	Michigan Technological University 1400 Townsend Drive Houghton MI 49931-1295	Master's Degree or Doctor's Degree	Public	Both (FFEL/FDL)	Default Rate	1.9	2.8	1.9
					No. in Default	21	31	21
					No. in Repay	1098	1098	1065
					Enrollment figures	7371	7099	7197
					Percentage Calculation	14.9	15.5	14.8

Campus Crime Information, Athletic Participation and Financial Aid, and Related Disclosures

All Required Student Disclosures are reported on Michigan Tech's website at <http://www.mtu.edu/student-affairs/interests/student-disclosure/>. In compliance with the Clery Act, the university publishes an [Annual Security & Fire Safety Report](#) that contains three years of campus crime statistics.

Student Right to Know

All information required by Title IV, such as graduation rates by gender, ethnicity, Pell Grants, etc., are reported on Michigan Tech's website at <http://www.mtu.edu/student-affairs/interests/student-disclosure/>.

Satisfactory Academic Progress and Attendance Policies

Michigan Tech clearly states its policies for [Satisfactory Academic Progress](#) and [Attendance](#) on its website. Undergraduate Academic Progress and Standards are also discussed in the [student handbook](#) and [undergraduate catalog](#).

Contractual Relationships

Michigan Tech has no contractual relationships with third-party entities to deliver its academic programs.

Consortial Relationships

Michigan Tech has agreements with the Swedish University of Agricultural Sciences, Universite Blaise Pascal, University of Helsinki, and University of Milan-Bicocca for the International Dual Master of Science Degree Program.

RELATIONSHIP WITH OTHER ACCREDITING AGENCIES AND WITH STATE REGULATORY BODIES

In addition to Higher Learning Commission accreditation, Michigan Technological University discloses [professional accreditation](#) by ABET (engineering and science), AACSB International (business), and the Society of American Foresters (forestry) on the provost's webpage as well as the web pages of the units which are professionally accredited. We are in candidacy status for accreditation by the [Teacher Education Accreditation Council](#) for our teacher education programs; the Michigan Department of Education has approved [10 Michigan Tech teaching preparation programs](#) for teacher certification. Our chemistry degree programs are approved by the [American Chemical Society](#).

PUBLIC NOTIFICATION OF COMPREHENSIVE EVALUATION VISIT and THIRD PARTY COMMENT

Michigan Technological University placed the following notification on the [university website](#), as well as in the [alumni newsletter](#), the student newspaper (*The Lode*), and the local newspaper (*The Daily Mining Gazette*):

Michigan Technological University is accredited by the [The Higher Learning Commission \(HLC\)](#) under the [Academic Quality Improvement Program \(AQIP\)](#). As part of its reaccreditation process, commission representatives will be on campus for a Quality Check-up Visit on March 14-16, 2012. Michigan Tech invites public comment about the university, which should be sent directly to the Commission using the following [link](#) or mailed to

Public Comment on Michigan Technological University
The Higher Learning Commission
230 South LaSalle Street, Suite 7-500
Chicago, IL 60604-1411