

Farmington in Four Agreement

The Farmington in Four Guarantee for Graduation is designed for students who wish to graduate from the University of Maine at Farmington in four years. It applies to all academic majors and is available to all first-year students who begin their studies in the fall semester. Farmington in Four relies on a mutual commitment, from the student to follow a list of practical guidelines while attending college, and from the University to ensure that graduation in four years will not be delayed due to the unavailability of courses.

The University of Maine at Farmington recognizes that a four-year timetable to graduation is not for everyone. For example, students may have work or personal responsibilities that require the flexibility of part-time study; or their interest in combining multiple academic options may require more than four years.

Students who choose the Farmington in Four option have the responsibility to:

- Select a major (including in some instances a concentration) and register for Farmington in Four by signing this Agreement by May 1 of their first year.* Students declaring an Individualized major must register for Farmington in Four by May 1 of their second year. They need to submit an approved degree plan, which includes completion of 64 credit hours prior to the start of their third year.
- Complete first-year requirements for the major (in programs where there are such requirements) during the fall and/or spring semester of the first year.
- Remain in the selected academic program (students who change their academic program may re-apply for Farmington in Four; however, the guarantee will be extended only if all requirements for the new major can still be met by the initial planned graduation date).
- Self-monitor their academic progress utilizing the electronic tools available on MyCampus and MaineStreet (the student alone has sole responsibility for seeing that all graduation requirements are met and is responsible for seeking advice when necessary).
- Meet with their academic advisor on a regular basis, at a minimum
 - during the fall or spring semester of the first year to develop an official four-year graduation plan;
 - during the pre-registration period each semester to discuss progress on the graduation plan along with proposed modifications and to plan the next semester's course schedule;
 - prior to making any changes in a pre-approved course schedule (e.g., via add/drop or course withdrawal);
 - any time there is a potential problem with academic progress that may affect the graduation plan.
- Register for agreed-upon courses during the allotted time assigned by the university and meet all deadlines for the payment of bills. The ability or inability of the student to obtain financial aid or assistance shall not affect the student's obligations under this Agreement.
- Notify their academic advisor immediately after registering whenever a required course is not available in order for the advisor to assist with needed course schedule adjustments. When necessary, students must adjust their preferred schedules to take courses when they are offered and when seats are available.
- Complete 32 credit hours per year (which can include coursework during winter, May, and summer terms), including satisfactory grades in all courses that meet degree requirements.
- Maintain the minimum GPA required by the major.
- Meet deadlines for timely passage of Praxis I and Praxis II exams (applies only to students in teacher certification programs).
- Maintain continuous full-time matriculation (fall and spring semesters) for all four years.
- Apply for graduation and meet all other graduation requirements by the deadlines.

*The only exception to this rule is the major in Secondary Science Education. Because of extensive requirements for teaching certification, including many lab courses, students who wish to sign up for this program and wish to graduate in four years must declare their interest during the admissions process or before the beginning of their first semester.

The University of Maine at Farmington will:

- Provide each student with an academic advisor who will assist him/her with the development and ongoing assessment of an individualized graduation plan.
- Through its Catalog and online tools provide students complete information about degree requirements.
- In its sole discretion, stop the plan’s clock if students need an accommodation or a leave of absence from the University because of serious extenuating circumstances such as health or family problems or military obligations. In these instances, the circumstances must be reported and satisfactorily documented to the Provost.
- Work with students interested in study abroad and/or national student exchange to try to accommodate these plans in their Farmington in Four course of study. In most instances, especially with early planning, study away for a semester can be accommodated. Timely planning with an advisor is critical.
- Ensure that graduation in four years will not be delayed by the unavailability of required courses.
- Select one of the following options in the event that it does not meet its commitments in this Agreement and a student is unable to graduate in four years due to the unavailability of a required course(s):
 - Allow the student to graduate on time by substituting a different course(s) or an independent study assignment for the unavailable course(s);
 - In rare circumstances, allow the student to graduate on time by waiving the requirement to be met by the unavailable course(s); or
 - Waive tuition, fees, and charges for required books and materials for the unavailable course(s) needed for the bachelor’s degree following completion of four years of study (i.e., beginning with the fall term of the fifth year).
 - **Note:** The University will be obligated only to do one of these three actions and will not cover any other costs or expenses.

Both the University and the Student Agree:

- If the student fails to comply with any of the requirements of this Agreement, withdraws from the University or is suspended or dismissed from the University, the University may cancel this Agreement upon written notice to the student. Students who lose their eligibility for Farmington in Four for any reason may apply for reinstatement to the Provost. The University will undertake an individual assessment and may set conditions for continuing eligibility if a four-year time line to degree is still possible.
- The University reserves the right to make operational changes to its programs as long as those changes will not cause the student to be unable to graduate in four years due to the unavailability of a required course(s).
- This Agreement sets forth the entire agreement between the student and University regarding the Farmington in Four program. It may be changed only by a written document signed by both the student and the University.
- The student may cancel this Agreement at any time without penalty by providing written notice to his/her advisor.

I commit to a good faith effort to graduate in four years or less and to fulfill the expectations contained in this Agreement. I acknowledge that any deficiency on my part may cause me to lose my eligibility for the Farmington in Four guarantee. Upon my written application and recommendation from my academic advisor, the Provost may waive a specific deficiency.

Student’s Name Printed

Student’s Name Signed

Date

Declared Major

Concentration or Track (if applicable)

As of this date, this advisee has met the eligibility requirements for Farmington in Four in the above-listed academic program. Based on a review of previous and current course work, we have reviewed a preliminary four-year graduation plan.

Advisor’s Name Printed

Advisor’s Name Signed

Date