

DEGREE AND GRADUATION POLICIES

Request for Degree Audit

After completing 45-60 semester hours, students should request a degree audit through the college academic advising center or through their major department/school, as determined by college guidelines. When the audit is approved by the appropriate college dean or dean's representative, it will list all courses required for graduation. Students also have the option to run their own unofficial audit at any time before seeing their advisor. The audit should be used to determine which courses to take at each registration.

It is highly recommended that students see their academic advisors to review their degree audits within their last 30 hours prior to graduation. Students need to verify that they are meeting the appropriate degree requirements including coursework and grade-point averages in all courses taken at Texas State and in the major and minor fields of study. If any of the grade-point averages are below the minimums required for graduation, the degree audit can be used in deciding how to raise the averages in the remaining course-work.

The college dean has the final approval and appeal for all graduation requirements, including but not limited to degree audits, grade point average, courses, prerequisites, graduation application, transfer credit, residency, catalog time limit and designation.

Teacher Certification

Any degree that includes preparation for becoming a Texas certified teacher will have special degree and graduation requirements. Please refer to the degree requirements under the appropriate College's section and to the Teacher Preparation Program (<http://mycatalog.txstate.edu/undergraduate/education/office-of-educator-preparation>) section of this catalog.

Application for Graduation

Students must indicate their intent to graduate through applying for graduation at the beginning of their final long semester (or beginning of summer for August graduation) by completing the graduation application using the online process. If a student fails to complete the required courses in time for a planned graduation for that term, the student must reapply for a subsequent graduation. Failure to apply for graduation on time may delay the awarding of the diploma until the following graduation. To allow for the receipt and processing of official transcripts in a timely manner, students taking off-campus courses in their final semester should make sure that the office of Undergraduate Admissions receives official transcripts as soon as they are available from the sending institution.

Minimum Degree Hours and Advanced Hours

All undergraduate degrees at Texas State require a minimum of 120 semester hours, including 36 advanced hours (junior and senior level courses).

Residency Requirements

To qualify for graduation with a bachelor's degree, a student must complete, through Texas State coursework, at least 25 percent of the minimum number of semester hours required for the degree; within this requirement, at least 24 semester hours must be advanced (junior or senior) and at least 12 hours of the advanced work must be completed in the major at Texas State. Additionally, at least 24 semester hours of the last 30 hours completed that are required for the degree must be taken at Texas State. Correspondence, extension, and off-campus coursework completed through Texas State may be applied toward residency requirements. Credit-by-examination may not be applied toward residency.

Writing Intensive Requirement

Certain Texas State courses are designated as "writing intensive" and are labeled as (WI) in this catalog and the schedule of classes. In order to achieve this status, at least 65% of the course grade must be based on written assignments and a minimum of one extended piece of writing must be required. All undergraduate degrees at Texas State require a minimum of 9 credit hours of writing intensive courses for graduation. Writing intensive credit must be taken at Texas State.

Minimum Grade-Point Requirements for Graduation

Before graduating from Texas State, first and second baccalaureate students must satisfy the following minimum grade requirements:

1. A Texas State GPA of 2.00
2. A GPA of 2.25 in the major(s)
3. A GPA of 2.00 in the minor(s)

NOTE: Individual departments/schools as well as degree programs with Teacher Certification may have higher requirements listed in their sections of this catalog.

Maximum Elective Hours in Courses for the Major or Minor

No more than six semester hours within a major or a first teaching field may count as electives after the minimum requirements of the major or teaching field are fulfilled. Likewise, no more than six semester hours may be counted as electives in a minor or second teaching field once the minimums have been met. Approval of elective credit beyond these maximums must be granted by the appropriate college dean. If the degree program requires electives, the number of free elective hours a student will complete depends on the number of hours a student may need to achieve the minimum hours, and/or the 36 advanced total hours required.

Second Bachelor's Degree

A second bachelor's degree may be earned by completing a minimum of 30 additional semester hours as recommended by the chair/director of the student's major program/department/school and subject to the approval of the appropriate college dean. Students earning second bachelor's degrees subsequent to receiving the first bachelor's degree are eligible for graduation with honors if they complete 54 or more hours at Texas State in pursuit of the second bachelor's degree. Residency

requirements (as indicated above) apply except that the advanced semester hours required are determined by the dean.

For students who have already completed a first baccalaureate degree at an accredited college or university, with the approval of the department chair/school director and the college dean, the core curriculum requirements for that degree may be accepted in lieu of Texas State's general education core curriculum. However, requirements associated with particular degrees, e.g., completion of the second semester of a modern language for a Bachelor of Arts degree, or Legislative requirements, e.g., history and government course requirements, must be included in an approved program for a second baccalaureate degree.

Dual Bachelor's Degrees

If two bachelor's degrees are conferred simultaneously, the student must complete a minimum of 30 hours beyond the requirements of the single degree. Degree audits must be filed in the office of both college advising centers. Graduation will occur when the student has completed requirements for both degrees. Students completing dual bachelor's degrees receive two diplomas.

Double Majors

A student who fulfills the specified requirements for two different majors authorized under a single degree has completed a double major and will receive a single diploma. Both majors appear on the diploma.

Time Limit for Earning a Degree

Students may graduate under the requirements for the degree set forth in the Texas State catalog in force during the session in which they first enroll, provided they graduate within six years from the end of the session. Transfer students who have been assigned a Texas State catalog based on their first semester at a Texas junior college have six years from the end of the semester upon which their catalog designation was based to graduate, not six years from their initial semester at Texas State. After the expiration of such a period of time, students may have to meet requirements outlined in the current catalog. "Requirements for the Degree" refers to the pattern of courses and grade-point averages required for graduation. It does not include other rules and regulations such as probation and suspension criteria, requirements for admission to courses or programs, etc.

Transfer Credit from Two-Year Colleges

Texas State will apply to a degree up to 66 hours from an accredited junior/community college. (At the approval of the individual college dean, 6-8 hours may be added.) At the time of transfer, all transferable work attempted at a junior/community college will be recorded on the official transcript. If the number of hours transferred from a junior college exceeds 66, the student's chair or director will recommend to the college dean how the student will satisfy degree requirements.