



SOUTHERN UTAH UNIVERSITY
Policies and Procedures

Policy # 6.49
Date Approved: 01/28/05
Date Amended: 01/30/06
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SUBJECT: GRADUATION REQUIREMENTS

I. **PURPOSE:** This policy establishes undergraduate and graduate requirements for graduation, including student honors

II. **REFERENCES**

SUU Policies and Procedures, 6.5 Undergraduate Admissions

SUU Policies and Procedures, 6.13, Grading

SUU Policies and Procedures, 6.19, Grade Appeal

SUU Policies and Procedures, 6.47, Transfer Credits

SUU Policies and Procedures, 6.31, Academic Standards

SUU Policies and Procedures, 11.2, Student Responsibilities and Rights

SUU Policies and Procedures, 11.4, Student Complaints

III. **POLICY**

A. **Undergraduate Degrees: Baccalaureate General Requirements**

1. A minimum of 120 semester credit hours in courses numbering 1000 or higher.
2. Of the minimum total hours, 40 semester hours must be in upper division courses (3000 or above); and of the minimum total hours required for graduation, the final 30 must be earned in courses taken in residence at SUU. Military credit, special examination, experiential credits and credits awarded by department decision do not qualify for resident hours.
3. A minimum cumulative Grade Point Average (GPA) of 2.0 for all work completed at SUU must be attained; some majors and minors may require a higher GPA.
4. Completion of SUU general education, major (or composite major) and/or minor coursework.



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5. All financial obligations to the university must be cleared.
6. SUU offers the following baccalaureate degrees: Bachelor of Arts (B.A.); Bachelor of Science (B.S.); and Bachelor of Interdisciplinary Studies (B.I.S.). Not all baccalaureate degree types are offered in all majors. Each degree has specific course requirement that must be completed.
7. A major that also requires a minor is generally 36 credit hours. A minimum of 16 semester credit hours is required for a minor. Composite majors (those not requiring a minor) require a maximum of 60 semester credit hours.

B. Undergraduate Degrees: Associate Degree General Requirements

1. SUU offers the Associate of Applied Science (A.A.S.) and the Associate of Pre-Engineering (APE) in selected disciplines and departments.
2. A minimum of 64 semester credit hours must be completed for the A.A.S. degree; the APE requires 65 credit hours.
3. A minimum of 17 semester credit hours must be completed in residence at SUU. Military credit, special examination, experiential credits and credits awarded by department decision do not qualify for resident hours.
4. Students must complete a minimum of 20 credit hours of the SUU general education program. Some departments may require completion of specific general education courses. AAS degree candidates only are exempt from the American Institutions requirement.
5. A minimum cumulative GPA of 2.0 for all work completed at SUU.

C. Completed Undergraduate Degrees

1. Once a student has been awarded a baccalaureate degree, no factors related to that degree can be changed. Courses cannot be repeated to improve the GPA. Majors or minors cannot be added.



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2. Once a student has been awarded an associate's degree, the degree title and program cannot be changed. If a student advances to earn a baccalaureate degree, grades earned toward the associate's degree will be used in calculating the GPA for the baccalaureate degree. Courses taken for the associate's degree can be repeated to improve the baccalaureate GPA, but academic renewal cannot be applied to courses taken as part of the associate's degree.

D. Requirements for Double Majors

1. Students may pursue two different baccalaureate majors simultaneously by declaring a major in each academic department. A student may be allowed to pursue a double major within a single academic department..
2. One diploma (B.S. or B.A.) listing both majors will be awarded. The student must choose to fulfill the general requirements for either a bachelor of science or bachelor of arts degree, and the requirements for both majors must be satisfied accordingly.
3. If either or both of the two declared majors requires a minor program of study, that requirement is waived, unless the number of additional hours required for the second major is less than 15 semester credit hours. If a student later decides to complete only one of the two major programs, any minor requirements are reinstated.
4. The requirements for both majors must be completed when the student files for graduation.

If a student decides to graduate with a single major and to continue work towards the second major at a later time, the policy and regulations concerning a Second Baccalaureate Degree will then apply. (See below.)

E. Graduate Degrees: General Requirements

1. A minimum of 30 semester credit hours must be completed.
2. A minimum cumulative GPA of 3.0 on graduate work completed at SUU must be maintained. If not maintained after two semesters, the student will be suspended.



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3. Some master's degree programs may impose higher minimum standards.
4. A minimum of 21 semester hours for a second or concurrent graduate degree.

F. Institutional Certificates: General Requirements

1. A minimum of 12 semester credit hours must be completed in residence at SUU. Military credit, special examination, experiential credits and credits awarded by department decision do not qualify for residential hours.
2. Requirements for institutional certificates are described in the department listings in the university catalog.

G.. Second Baccalaureate Degree

1. The first baccalaureate degree must have been previously conferred by an accredited or otherwise recognized college or university. The first and second baccalaureate degree may not be awarded during the same semester or term.
2. A minimum of 30 semester hours must be earned in residence at SUU. These 30 credits represent academic work beyond the requirements for the first degree and therefore must be in courses that were not applied towards the requirements for the first degree.
3. For students whose first baccalaureate degree is also from SUU, credits earned in conjunction with but beyond the minimum credits required for the first degree may be applied toward the second baccalaureate degree. However, a minimum of 18 semester hours must be earned at SUU after the first baccalaureate degree is conferred.
4. All of the requirements of the second declared major must be fulfilled by a combination of previous course work and the required additional 30 semester hours.



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5. A minor may be required for a second baccalaureate degree as specified by the major department.
6. Additionally,
 - a. Foreign Language Requirement: If the first degree is not a Bachelor of Arts degree and the second baccalaureate degree is to be a Bachelor of Arts, the current SUU foreign language requirement must be met by some combination of courses taken as part of the first baccalaureate degree and/or courses taken in conjunction with the second degree.
 - b. Science Requirement: If the first degree is not a Bachelor of Science degree and the second baccalaureate degree is to be a Bachelor of Science, the current SUU science requirement must be met by some combination of courses taken as part of the first baccalaureate degree and/or courses taken in conjunction with the second degree. The courses used to satisfy this requirement must be over and above the general education requirements for science.
7. The general education requirements associated with the second baccalaureate degree shall be considered satisfied if the first baccalaureate degree was conferred by an accredited or otherwise recognized college or university.

H. Honors at Graduation

1. Candidates for graduation may receive honors in relation to their academic achievement. Honors are based on the cumulative GPA for course work completed at SUU and will have the appropriate designation indicated on transcripts and diplomas.
2. GPA criteria for honors in a baccalaureate degree program are *Summa Cum Laude*, 3.9 or higher; *Magna Cum Laude*, 3.8 or higher; *Cum Laude*, 3.6 or higher.
3. GPA criteria for honors in an Associate degree program are : High Honors, 3.85 or higher; Honors, 3.6 or higher.
4. The Honors Program awards University Honors. To attain University Honors, a student must complete a minimum of 20 semester credit



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hours in University Honors classes with a cumulative GPA of 3.5 or higher.

I. Awarding of Multiple Degrees

1. Students may receive two degrees (an APE/A.A.S. in a specific academic area and a baccalaureate degree; an A.A.S./APE. in a specific academic area in the same academic year with the following exceptions:
2. Students must apply for, and are subject to a separate graduation fee, for each degree requested.

J. Waiver of Requirements

A petition for waiver of any graduation requirement must be requested from the Registrar's Office. The Registrar's Office will inform the student of the appropriate procedures to be followed based on the type of waiver requested.