



SOUTHERN UTAH UNIVERSITY
Policies and Procedures

Policy # 6.49
Date Approved: 01/28/05
Date Amended: 03/22/13
Reviewed w/ No Changes:
Office of Responsibility: Provost
Page 1 of 6

SUBJECT: GRADUATION REQUIREMENTS

I. **PURPOSE:** This policy establishes undergraduate 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 Policy and Procedures 6.53, Graduate Graduation Requirements

SUU Policies and Procedures, 11.2, Student Conduct Code

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, at least 30 credits must be completed at SUU or through classes offered by distance education through SUU. A minimum of 20 of these credits must be completed in upper-division courses, of which at least 10 credits must be completed in courses required by the student's major. Military credit, special examination, experiential credits and credits awarded by department decision do not qualify for resident hours. Each major may have residency requirements in addition to the SUU requirements.



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Page 2 of 6

SUBJECT: GRADUATION REQUIREMENTS

3. A minimum cumulative Grade Point Average (GPA) of 2.0 for all work completed at SUU, as well as a combined overall GPA of 2.0, must be attained; some majors and minors may require a higher GPA.
4. Completion of SUU general education, experiential education, major (or composite major) and/or minor coursework.
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.); Bachelor of Science/Nursing (B.S.N.); Bachelor of Fine Arts (B.F.A.); Bachelor of Music (B.M.) 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 requires a minimum of 30 credit hours. A minimum of 16 semester credit hours is required for a minor.

NOTE: Limiting the number of credit hours for composite degrees to 60, is NOT current practice at SUU, although the above statement is in the catalog. A quick review of a few programs in the catalog showed that beyond general education and electives credit hours required in composite majors: Physical Science, 65; Chemistry Professional, 69, Geology Professional, 79; Computer Science, 77; Computer Science in GIS, 72; and Integrated Engineering, 82.

B. Undergraduate Degrees: Associate Degree General Requirements

1. SUU offers the Associate of Applied Science (A.A.S.); the Associate of Arts (A.A.); the Associate of Science (A.S.); and the Associate of Pre-Engineering (A.P.E.) in selected disciplines and departments.
2. A minimum of 64 semester credit hours must be completed for the A.A.S. degree. The A.A. and A.S. degrees each require a minimum of 60 credit hours. The A.P.E. requires 68 credit hours.
3. A minimum of 24 of the final 30 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.



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Page 3 of 6

SUBJECT: GRADUATION REQUIREMENTS

4. For the A.A.S and A.P.E. degrees students must complete a minimum of 20 credit hours of the SUU general education requirements. A.A.S. degrees offered as part of the General Technology Program articulation with South West Applied Technology College (SWATC) must complete 16 credit hours of GE course work. Some departments may require completion of specific general education courses. AAS degree candidates only are exempt from the American Institutions requirement. Students completing the A.A. and A.S. degrees must complete all of the general education requirements currently required for the Bachelors Degree.
5. A minimum cumulative GPA of 2.0 for all work completed at SUU, as well as 2.0 for a combined SUU/Transfer overall GPA.

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.
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 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



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Page 4 of 6

SUBJECT: GRADUATION REQUIREMENTS

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. 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.

F. 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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Page 5 of 6

SUBJECT: GRADUATION REQUIREMENTS

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.

G. Honors at Graduation

1. Candidates for graduation may receive honors in relation to their academic achievement. Honors are based on the cumulative GPA 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*, 3.8 or higher; *Magna Cum Laude*, 3.6 – 3.799.
3. The Honors Program awards University Honors. To attain University Honors, a student must complete a minimum of 20 semester credit hours in University Honors classes with a cumulative GPA of 3.5 or higher.

H. Awarding of Multiple Degrees



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Page 6 of 6

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1. Students may receive two degrees (an APE/A.A.S. in a specific academic area and a baccalaureate degree or baccalaureate degree in a specific academic area and a master's degree) during the same academic year.
2. Students must apply for, and are subject to, a separate graduation fee for each degree requested.

I. 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.