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EAST TENNESSEE STATE  
UNIVERSITY

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## **Undergraduate Degree and Graduation Requirements Policy**

# **Policy Name: Undergraduate Degree and Graduation Requirements**

## **Policy Purpose**

This policy specifies the requirements an ETSU undergraduate student must meet to be eligible for graduation and degree conferral.

## **Applicability**

This policy is applicable to undergraduate students.

## **Responsible Official, Office, and Interpretation**

The Registrar is responsible for the review and revision of this policy. For questions about this policy, please contact the Office of the Registrar. The Provost, in consultation with the Office of University Counsel, has the final authority to interpret this policy.

## **Defined Terms**

*A defined term has a specific meaning within the context of this policy.*

### ETSU GPA

ETSU GPA is calculated using final course grades in all institutional coursework, excluding pre-college level courses.

### Double Degree

The simultaneous completion of two or more majors leading to different degree designations (e.g., B.A., B.S., B.B.A.).

### Double Major

The simultaneous completion of two or more majors leading to the same degree designation (e.g., completion of a B.S. degree with majors in History and Political Science).

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## General Education

A liberal education that includes 41 - 42 semester hours of courses from across the university that addresses the General Education goals of critical and creative thinking, effective communication, lifelong learning, conflict resolution, problem solving, and understanding and appreciating cultural diversity.

## Minor

A secondary area of study outside of the major program of study with a structured curriculum composed of at least 18 credits; 9 credits must be at the 3000-level or above.

## Overall GPA

Overall GPA includes final course grades in all institutional and articulated coursework (excluding pre-college level courses).

## Second Degree

The student has already earned a baccalaureate degree from ETSU or another college or university and is working to earn a second baccalaureate degree.

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## **Policy**

To be eligible for graduation, an undergraduate student must meet the minimum GPA, credit requirements, and general education requirements, as well as degree and program requirements for their major. Degree requirements for programs of study are listed in the Undergraduate Catalog. Students are assigned a Catalog of Record at the time of first enrollment to ETSU. Students may complete a request to change their Catalog of Record. Students must use a single catalog for all graduation requirements and cannot use a combination of catalogs. Specific course and program requirements can be found in the student's Catalog of Record.

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## **Procedures**

### **1. Required Grade Point Average (GPA).**

The following GPA requirements must be met to be eligible for graduation:

- 1.1. A minimum overall GPA of 2.0;
- 1.2. A minimum ETSU GPA of 2.0;
- 1.3. A minimum GPA of 2.0 in all coursework for the student's major and minor (if applicable); and
- 1.4. any other published grade requirements for the degree program.

No exception will be granted to the minimum GPA requirements.

### **2. Credit Requirements.**

To earn a baccalaureate degree, a student must complete 120 credits, unless otherwise indicated in the student's Catalog of Record. Of the credits required to graduate, a student must meet the following credit requirements:

- 2.1. 50 of the 120 credits required for the degree must be earned at four- year colleges or university;
- 2.2. 25% of the total credits required for the degree must be earned at ETSU; and
- 2.3. 6 credits in the major must be earned at ETSU.

Credits earned in remedial or developmental courses will not be accepted toward ETSU baccalaureate degree requirements. All incomplete grades must be resolved in order to graduate.

### **3. General Education Requirements (Compass Core Curriculum).**

To earn a baccalaureate degree, a student must complete all of the following Compass Core credits in the subject areas indicated:

- 3.1. 15-16 credits of Strengthening Foundations (including 6 credits of Written Composition, 3 credits of Oral Communications, 3-4 credits of Quantitative Reasoning, and 3 credits of Critical Thinking;

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- 3.2. 10 -11 credits of Understanding Natural and Social Worlds (including 4 credits minimum in Natural Sciences and 3 credits minimum in Social and Behavioral Sciences);
- 3.3. 9 credits of Exploring Connections (including 3 credits minimum in Humanities, 3 credits minimum in History\*, 3 credits minimum in Cultivate Artistic Awareness); and
- 3.4. 3-4 credits of Growing as an Individual and Global Citizen.

\* Tennessee Law (TCA 49-7-110) requires students to submit proof of one unit (one year) of American History completed in high school or earn 6 credits of American History prior to the awarding of a bachelor's degree from any Tennessee public institution of higher education.

## 4. Additional Requirements.

### 4.1. Double Major.

Students who choose to pursue a Double Major must meet the total requirements of each major. A Minor is not required.

### 4.2. Double Degree.

Students who choose to pursue a Double Degree must meet the total requirements of each degree. A Minor is not required.

### 4.3. Double Concentration.

Students who choose to pursue a double concentration must meet the total requirements of each concentration. A Minor is not required.

### 4.4. Foreign Language.

Students must complete at least one foreign language course with a number of 2020 or higher with a grade of at least C- for the Bachelor of Arts degree. Prerequisites could include courses numbered 1010, 1020, and/or 2010 to prepare for success in 2020.

## 5. Second Degree.

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Students who choose to pursue a Second Degree must: (1) meet the requirements for the Second-Degree program of study developed by the appropriate academic department or college; and (2) complete a minimum of 30 credits post-baccalaureate through instruction at ETSU in the related area of study

A student pursuing a Second Degree does not have to meet the general education requirements for the Second Degree since those were satisfied with the first degree. A Minor is not required to earn a Second Degree.

## 6. Undergraduate Certificate.

A student who chooses to complete a certificate must meet the requirement of the certificate and maintain a minimum overall and ETSU GPA of 2.0.

## 7. Graduation Requirements.

Each student must complete: (1) a graduation application form by the deadline published on the Office of the Registrar's website; (2) CSCI 1100 or equivalent (this requirement is not applicable to second degrees); (3) any required exit and major field exams; and documentation of any course substitution or waiver if applicable.

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## **Applicable Forms and Websites**

N/A

## **Authority and Revisions**

**Authority:** TCA § 49-8-203, et seq.; TCA § 49-7-110; SACSCOC's Principles of Accreditation: 9.2 (Program Length) and 9.4 (Institutional Credits for an Undergraduate Degree)

**Previous Policy:** N/A

The ETSU Board of Trustees is charged with policy making pursuant to TCA § 49-8-203, et seq. On March 24, 2017, the Board delegated its authority to ETSU's President to establish certain policies and procedures for educational program and other operations of the University, including this policy. The delegation of authority and required process for revision to this policy can be found on the [Policy Development and Rule Making Policy webpage](#).

To suggest a revision to this policy, please contact the responsible official indicated in this policy. Before a substantive change to the policy section may take effect, the requested changes must be: (1) approved by the responsible office; (2) reviewed by the Office of University Counsel for legal sufficiency; (3) posted for public comment; (4) approved by either Academic Council or University Council; and (5) approved by ETSU's President.