

undeclared majors, in the Office of Advising Services).

3. **Highest Level Priority Registration.** Students will not have their academic progress or graduation impaired by a lack of space in essential courses.

The Degree Guarantee Program is a partnership. Students share in the responsibility for timely graduation. To obtain a degree in four years, students must fulfill the following conditions:

1. **Advisers.** Students must meet with their designated Degree Guarantee Program adviser every semester beginning in the first semester of their freshman year for the purpose of
  - a. reaching agreement on/or updating their Four-Year Program of Study,
  - b. considering available course offerings in relation to pertinent graduation requirements, and
  - c. confirming academic progress toward timely graduation.
2. **Four-Year Program of Study.** The program is a plan designed in consultation with a designated Degree Guarantee Program adviser to ensure completion of all degree requirements within four years. The Four-Year Program of Study form must be signed jointly by the student and the adviser and placed on file in the department that offers the student's major (or temporarily, for undeclared majors, in the Office of Advising Services).
3. **Entry Level Math (ELM) and English Placement (EPT) Tests.** Unless exempted, students must have taken these exams during the senior year of high school or the summer prior to enrollment as a freshman. Scores must be at a level that allows the student to enroll in college level coursework. Students who require remedial and/or developmental courses prior to enrollment in college level courses will require independent assessment as to eligibility for Degree Guarantee Program enrollment.
4. **General Education and University Requirements.** Students must fulfill in a timely manner all General Education and university requirements articulated in the *General Catalog* for their year of entry. Students not able to obtain their preferred course and/or their preferred section (days and hours) must be flexible in selecting available alternatives to maintain degree progress.

5. **Major.** Students should select a major during the freshman year (unless advised otherwise) and must seek advising from the designated California State University, Fresno Degree Guarantee Program adviser in their major department so that degree obligations can be met. In many instances, changes of major will delay the completion of a degree. Students entering with an undeclared major should seek advising from the Office of Advising Services. Students must be sure all prerequisite courses, including "Additional Requirements to the Major" are accounted for in the student's academic plan for graduation (see *Four-Year Graduation Plan*, number 2, *Specialized Advising*).
6. **Minor.** Minors can be highly desirable and must be carefully planned in close cooperation with a Degree Guarantee Program adviser. Pursuit of a minor may require an increased total unit load.
7. **Unit Load.** Students must take a minimum of 12 units per semester (the minimum required to be a full time student) and complete an annual average of units appropriate for their degree program.
  - a. **120 Unit Programs.** Students must complete an average of 30 units per year (which could include summer sessions) to finish in four years.
  - b. **124-128 Unit Programs.** Students must complete an average of 32 units per year (which could include summer sessions) to finish in four years.
  - c. **Programs Exceeding 128 units.** In addition to an annual average of 32 units, students in these majors will be required to complete 3 to 9 additional units sometime during their four years of study.
8. **Grade Point Average (GPA).** The cumulative GPA, the cumulative California State University, Fresno GPA, and the GPA in a student's major all must be at or above 2.0. Students electing to repeat courses for purposes of grade substitution to improve their GPA must do so over and above the minimum articulated annual unit requirements if they expect to complete their Degree Guarantee Program within the originally planned time. *Academi-*

*cally disqualified students may not be able to complete their Degree Guarantee Program in four years.*

9. **Registration and Fees.** Students will register during the appropriate time and will pay fees by the required deadlines.
10. **Course Enrollment.** Students will enroll and attend California State University, Fresno at those times (including evenings and weekends) when courses are offered and available. Prior approval by the student's designated Degree Guarantee Program adviser is required before registering at another institution for courses intended for transfer to California State University, Fresno.
11. **Financial Aid.** If eligible for assistance, students must meet the appropriate deadlines each year and meet all academic progress requirements.
12. **Degree Filing.** Students must file their application for graduation and pay the related fees by the university deadline.
13. **Accountability.** Students must comply with all administrative, judicial, and academic policies and procedures as well as all aforementioned conditions of the Degree Guarantee Program.

Noncompliance with any of the conditions 1 through 13 may result in voiding the student's enrollment in the Degree Guarantee Program and the university's pledge to award the student a degree within four years. Nonetheless, it is understood that all degree requirements still must be met before the university is able to award a degree.

Enrollment in the California State University, Fresno Degree Guarantee Program is initiated by a student filing an application. Signing of this application by a student and his or her designated Degree Guarantee Program adviser confirms their mutual understanding of the respective obligations of the student/university partnership required for the achievement of a degree in four years.

Additional information about the Degree Guarantee Program may be obtained by contacting the coordinator of the Four-Year Degree Guarantee Program in the Office of Advising Services at 559.278.1787.

### Commencement

Commencement is held annually at the end of spring semester. Students who have