

## Degree Requirements

7. A maximum of 6 semester units is allowed for independent study coursework.
8. A maximum of 6 semester units is allowed for coursework in typing/keyboarding.
9. A maximum of 30 semester units is allowed for military service and/or education.

### Second Baccalaureate Degree or Undergraduate Major Requirements

Postbaccalaureate students (i.e., those who already hold a bachelor's degree) may pursue a program leading to an additional baccalaureate *degree* or undergraduate *major*. Students are urged to consult with a departmental adviser and with the Division of Graduate Studies to determine whether a second baccalaureate or graduate program better meets their needs.

1. Postbaccalaureate students seeking an additional undergraduate *degree* must complete the following requirements:
  - a. a minimum of 30 units in residence at California State University, Fresno since completion of the most recent degree, including 24 upper-division units
  - b. at least 12 units in the major in residence at this university since the last baccalaureate degree. (Departments may set higher requirements.)
  - c. all state and university requirements for that degree, including English 1, General Education, United States Constitution and California state and local government, American history, and the upper-division writing skills requirement. (These requirements may be met by courses taken in the students' undergraduate programs.)
  - d. all units required in the major. **No credit may be applied from courses taken for an earlier degree. If required major courses were previously taken, the student must substitute, with the approval of the department, additional major courses.** Graduate-level courses (200 series) may not be applied toward the requirements for a second baccalaureate degree or additional undergraduate major.
  - e. completion of 40 upper-division units taken since the most recent degree was granted
  - f. filing of an undergraduate degree application and payment of graduation fee. (See *Graduation*.)

2. Postbaccalaureate students seeking an additional undergraduate major must complete items *b* and *d*. The transcript will indicate that all coursework for the additional major has been completed. Students pursuing a second baccalaureate *degree* or additional undergraduate *major* cannot select the catalog used for the initial undergraduate degree. If students do not remain in continuous attendance, the requirements will be those in effect at the time they reenter the university or complete their programs. (See *Choice of Catalog*.)
3. Postbaccalaureate students may not earn a minor or a second minor.
4. Second baccalaureate students are not considered for university honors.

### Postbaccalaureate Credit

Upper-division and/or graduate-level units earned at Fresno State in the semester or summer session in which the bachelor's degree is granted are automatically listed on the student's permanent record as postbaccalaureate credit as long as

1. the courses are not needed for the bachelor's degree.
2. the student is neither on academic probation nor academic disqualification at the beginning of the final term.
3. the units are not in excess of stated maximum limitations (e.g., 6 units of independent study.)

In addition, only credit for courses in which grades *A*, *B*, *C*, or *CR* are earned may be counted. No course may have its credit divided between baccalaureate and postbaccalaureate programs; use of such credit for graduate degrees at California State University, Fresno requires special approval and is limited to one-third of the total units required in a graduate degree program. (See *Graduate Studies — Advancement to Candidacy*.) Only students with graduate standing may enroll in the following courses: 290, 298, 299. (See *Graduate Studies — Criteria for Thesis and Project*.) Use of postbaccalaureate credit for other purposes is to be determined by the appropriate authority.

### Graduation

Students who anticipate meeting bachelor's degree requirements by the end of a term should obtain and file a completed application for a degree (with appropriate fees) with the Evaluations Office within the first two weeks of that term. The Graduate Office processes graduate degree applica-

tions. See *Academic Calendar* for filing dates and deadlines. Failure to apply before the final deadline will delay the granting of the degree.

The Evaluations Office checks students' applications for bachelor's degrees and reports to them regarding eligibility for the degrees. Degrees are not awarded to students with *I* or *RD* grades remaining on their records. Students receiving *I* grades during the final year that have not been completed (or changed to *F* grades) by the appropriate clearance deadline will not be considered for graduation that semester and must reapply for the degree. (See *Incomplete*, page 75.)

In order to be eligible for graduation, students must:

1. Submit an application for the degree and pay the graduation fee
2. Have been approved for graduation by the faculty
3. Have completed with appropriate scholastic standing all courses required for the degree. (Graduates receive their official diplomas by mail.)
4. Have filed official transcripts for all coursework attempted prior to graduation

It is the responsibility of students to be sure that all requirements have been met and that documentation has been filed with the Evaluations Office, or Graduate Office, by the appropriate deadlines. No additions, deletions, or changes to students' records are permitted after the degree has been recorded.

**Honors at Graduation.** Honors at the time of graduation from the university are awarded to undergraduate students based on the following criteria:

1. Students must have an overall minimum grade point average of 3.5 on all work attempted.
2. Students must have a minimum grade point average of 3.5 on all work taken at the university.
3. Students must have completed 45 units in residence at California State University, Fresno.

The grade point average earned at California State University, Fresno determines which honors the student receives:

<b>Summa Cum Laude</b> (highest honors).....	<b>3.90 to 4.00</b>
<b>Magna Cum Laude</b> (high honors) .....	<b>3.70 to 3.89</b>