

Unit Limitations

The following unit limitations apply to all bachelor's degrees:

1. A maximum of 70 transferable semester units is allowed from two-year institutions.
2. A maximum of 8 semester units of P.E./Dance Techniques/Athletics activity is allowed (P.E. and Dance majors may have credit for 12 semester units).
3. A maximum of 12 semester units is allowed for work experience/internship/agricultural projects. (A maximum of 6 semester units may transfer into the university. A maximum of 6 semester units of the 12 is allowed in agricultural projects). All *work experience* and *internships* will be graded on a credit-no credit basis.
4. A maximum of 24 semester units at CSU, Fresno is allowed for *CR/NC* grading. (See *Credit-No Credit Grading*, pp. 90-91, for other limitations.)
5. A maximum of 30 semester units is allowed for Credit by Examination (excluding Credit for Advanced Placement Examination).
6. A maximum of 24 semester units is allowed for credit through Extension and/or correspondence course work.
7. A maximum of 6 semester units is allowed for independent study course work.
8. A maximum of 6 semester units is allowed for course work in typing.
9. A maximum of 10 semester units is allowed for course work in shorthand and/or dictation.

Second Baccalaureate Degree or Undergraduate Major Requirements

A post-baccalaureate student (i.e., one who already holds a bachelor's degree) may pursue a program leading to an additional baccalaureate *degree* or undergraduate *major*. Each student is urged to consult with a departmental adviser and with the Division of Graduate Studies and Research to determine whether a second baccalaureate or graduate program better meets his or her needs.

- A post-baccalaureate student seeking an additional undergraduate *degree* must complete the following requirements:
 1. A minimum of 30 units in residence at CSU, Fresno since completion of the most recent degree.
 2. All state and university requirements for that degree, including English 1, Intermediate Algebra (Math 4), 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 student's undergraduate program.
 3. 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.
 4. At least 12 units in the major in residence at CSU, Fresno since the last baccalaureate degree.

Departments may set higher requirements.

5. Filing of an undergraduate degree application and payment of graduation fee.
- B. A post-baccalaureate student seeking an additional undergraduate *major* must complete numbers 3 and 4 above. The transcript will indicate that all coursework for the additional major has been completed. A student pursuing a second baccalaureate *degree* or additional undergraduate *major* cannot select the catalog or bulletin used for the initial undergraduate degree. If the student does not remain in continuous attendance, the requirements will be those in effect at the time the student re-enters the university or completes the program (see *Choice of Catalog*, p. 89).
- C. A post-baccalaureate student may not earn a minor or a second minor.
- D. Second baccalaureate students are not considered for university honors.

Post-Baccalaureate Credit. Upper division and/or graduate level units earned at CSU, Fresno in the semester or summer session in which the bachelor's degree is granted will be automatically listed on the student's permanent record as post-baccalaureate credit with the following exceptions:

- a) Provided the courses are not needed for the bachelor's degree;
- b) Provided the student is neither on academic probation nor academic disqualification at the beginning of the final term;
- c) Units are not in excess of stated maximum limitations (e.g., six 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 post-baccalaureate programs, and use of such credit for graduate degrees at CSU, Fresno requires special approval and is limited to a maximum of 10 units. (See *Graduate Studies and Research Advancement to Candidacy*, pp. 465-466.) The amount of post-baccalaureate credit allowed may not exceed one-third of the required units for the master's degree. Only students with graduate standing may enroll in the following courses: 290, 298, 299. Use of post-baccalaureate credit for other purposes is to be determined by the appropriate authority.

Graduation and Commencement

Commencement is held annually at the end of spring semester. Students who have completed degree requirements in the summer or in the fall semester immediately preceding commencement are eligible to participate with those who complete their work in the spring semester. Students looking forward to meeting degree requirements should complete the following steps:

1. Obtain and file a completed application for a degree (\$10 graduation fee and a \$10 diploma fee) in the Evaluations Office when the student has one or two semesters remaining. See *Academic Calendar*, pages 4-5, for filing dates and deadlines (\$10 fine for late filing). Failure to apply before the final deadline will delay the granting of the degree.
2. Request the Records Office public contact windows to transfer CSU, Fresno Extension units to the permanent record.