

approval based upon a case-by-case justification. Candidates must have one full year of academic work (at least 30 units) still to be completed to meet minimum degree requirements. The minimum requirement for the special major is an approved program of 45 units at least 30 units of which must be upper-division work. Units applied to General Education requirements may not be counted. Also, a maximum of 6 independent study units may be included in the special major program. Any exception to this limit must be approved in writing by the provost and vice president for academic affairs upon written recommendation by the special major advisor prior to registration for the additional units.

Students requesting a special major must obtain application forms from the Office of Advising Services. On these forms students must:

1. prepare a statement giving their reasons for desiring a special major in terms of academic and professional goals and why these goals cannot be met through a standard major
2. develop a specific list of courses which would, in their opinions, lead to the academic and professional goals stated above
3. secure the signed approval from the Office of Advising Services, as well as from the special major advisor and department chair in the areas from which the special major courses are drawn

Students must submit the foregoing material to the Office of the Provost and Vice President for Academic Affairs for final approval.

### Residence Requirements

The residence requirement for the baccalaureate degree specifies that 30 units shall be earned in residence at the campus granting the degree. Twenty-four of these units shall be earned in upper-division courses, 12 of the units shall be in the major, and 9 units shall be in General Education. The residence requirement for graduate students is 21 units.

Extension credit and credit by evaluation, including credit by examination, may not be used to fulfill the above described requirements.

### Specific Course/ Skill Requirements

**English Requirement.** English 1, Composition, or its equivalent is a university graduation requirement that should be completed before the end of the fourth semester of university attendance. (A grade of *C* or *CR* is the minimum acceptable grade to satisfy this requirement.) The English Placement Test does not substitute for English 1. See *English Placement Test* for test scores prerequisite to enrollment in English 1.

**U.S. History and Government Requirements.** Undergraduate and second baccalaureate degree candidates must demonstrate competence with respect to the Constitution of the United States, American history, and in the principles of state and local government of California in order to graduate. This may be done by passing examinations or by completing History 11 or 12 and Political Science 2 or 101. (In cases in which students have completed the federal government requirement, Political Science 102 [1 unit] will fulfill the California government requirement.) (See *History Department — American History Requirement*, *Political Science Department — United States Constitution Requirement*, and *General Education — CORE*.)

**Upper-Division Writing Skills (UDWS) Requirement.** All undergraduate and second baccalaureate degree candidates must demonstrate competency in writing skills at the upper-division (junior-senior) level as a requirement for graduation. Students may meet this requirement in one of two ways no sooner than the term in which 60 units are completed:

1. Passing the Upper-Division Writing Examination (UDWE) composed of both an essay and an objective component. This examination is given several times each year, including once before the beginning of each semester. Students are permitted to take the examination a maximum of two times. Upon successful completion of the UDWE, undergraduate students may request 1 unit of credit (Engl 100W), which may be posted to their transcripts the same semester in which the

UDWE was passed. For details, call Testing Services, (209) 278-2457.

2. Obtaining a *C*, *CR*, or higher grade in an approved upper-division course at this university. Approved courses can be identified in the catalog and *Schedule of Courses* by the letter *W* (e.g., Engl 160W, IS 105W). English Composition (Engl 1) is a prerequisite to any *W* course.

It is imperative that the UDWS requirement be met no sooner than the term in which 60 units of coursework are completed. The UDWS requirement cannot be fulfilled by a class or test taken outside of The California State University system and cannot be satisfied at a CSU campus at which the student has not matriculated.

The UDWS requirement is not part of the General Education requirement. Passing the UDWE does not exempt students from taking a *W* course if it is required in their major, e.g., Plant 110W.

Graduate students should consult *Graduate Studies* regarding the graduate-level writing proficiency requirement.

**Remedial Courses.** Students admitted to a CSU campus are expected to possess basic competence in the English language and mathematical computation. Students admitted who cannot demonstrate such basic competence are required to remedy this deficiency. Such remedial courses are designated by the letter *R* following the course number, except English A. Credits earned in remedial courses cannot be used to satisfy degree requirements. (See *Learning Resource Center*.)

### Unit Limitations

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

1. A maximum of 70 transferable semester units (105 quarter) is allowed from two-year institutions (community/junior colleges).
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/