## DEGREE AND GRADUATION INFORMATION (UNDERGRADUATE)

## Degree Information

The UW-Whitewater offers the following undergraduate degrees: Associate of Arts, Associate of Arts and Sciences, Bachelor of Arts, Bachelor of Business Administration, Bachelor of Fine Arts, Bachelor of Music, Bachelor of Science, and Bachelor of Science in Education. UWWhitewater has the right to rescind a previously granted degree if UWWhitewater becomes aware of information that the degree should not have been granted.

- The minimum number of units required for graduation for the Associate's degree require at least 60 units.
- The minimum number of units required for graduation for the Bachelor's degrees require at least 120 units, but many degree programs require 130 units or more.

Consult individual program pages in this catalog for the specific degree requirements associated with each program or major.

## Academic Advisement Report (AAR)

The Academic Advisement Report (AAR) is a complete match of an individual student's academic course history against a prescribed set of degree program requirements based upon the requirement term on the student's record and the effective term of the requirements on the curriculum file.

The AAR project was implemented to meet the following objectives:

1. To provide students and faculty with accurate and current information about degree requirements, courses completed, and courses in progress;
2. To monitor courses applicability to degree requirements as an ongoing process;
3. To have students legitimately assume primary responsibility for meeting the requirements of their degree;
4. To allow advisers to focus more of their time on student's personal, educational, and professional goals, and
5. To reduce the manual, time consuming efforts in the academic departments, colleges, and the Registrar's Office to clear graduation applications.

It is the students responsibility to confirm accuracy of their AAR with the assistance of their academic advisor and college.

## Bachelor's Degree Requirements

To be a candidate for the Bachelor's Degree, students must satisfactorily complete the following:

1. A minimum of 120 undergraduate units in courses numbered 100 through 400.
2. University requirements, degree requirements, and departmental requirements.
3. A minimum GPA of 2.00 or better on a 4.00 system, both overall and in the major and minor fields. [Certain programs require grade point
averages higher than 2.00 - see the college and major requirement sections.]
4. Completion of a minor if required in the major/degree program. The minor must be a valid combination with the major, and a second major may be used in place of a minor.
5. The major department's writing competency requirement. Students should refer to their AAR and/or contact their departmental advisor to determine which course, course sequence, or equivalent will fulfill this requirement. Completion of the writing requirement for one major will satisfy this requirement in the other major.
6. A 3unit diversity course, the primary focus of which is U.S. racial and ethnic minority issues. This course may also satisfy other university requirements.
7. A minimum of 48 units at an accredited 4 -year institution after the last unit was earned at a 2-year institution.
8. Participation in a University institutional testing program examination, if requested.

## Bachelor Degree Requirements at a Glance

In short, to earn a baccalaureate degree from the UW-Whitewater, students must successfully complete the following minimum requirements:

- General Education, including:
- Communication \& Calculation Skills
- University Requirements
- U.S. Racial/Ethnic Diversity
- College or degree or licensure (or a combination thereof):
- Major with a 2.00 GPA
- Writing Proficiency in the major
- Minor with a 2.00 GPA (a minor is mandatory for some major/ degree programs and optional for others)
- 120 units
- A UW-Whitewater cumulative GPA of 2.00 on a 4.00 system

It should be noted that several degree/major/minor programs require a GPA higher than 2.00 for admission, retention, and graduation. A combined UW-Whitewater and transfer GPA may be used to determine the minimum standard for some programs.

## Conventional Grading Basis

Students must take required courses in their major and their minor on a conventional grade basis. The same course units may not be counted in both the major(s) and the minor(s). In those cases in which the same courses are required in more than one major and/or minor, departments will determine appropriate additional courses to meet the minimum unit requirements for each. The minimum unit requirements must be met for each major and each minor.

One 3-unit U.S. Racial/Ethnic Diversity course dealing with the African American, Native American, Asian American or Latino/a American experience is required for graduation. In the course listing below, U.S. Racial/Ethnic Diversity courses are identified with that term after the course title. These courses may also be used to satisfy requirements in other areas, including General Education. If approved for General Education, a U.S. Racial/Ethnic Diversity course may be used for the general education electives requirements.

## African American Studies

| Code | Title |
| :---: | :---: |
| AFRIAMR 100 | INTRODUCTION TO BLACK CULTURE |
| AFRIAMR 141 | MODERN BLACK AMERICAN HISTORY |
| AFRIAMR 241 | CIVIL RIGHTS HISTORY: TRAVELING FREEDOM'S MAIN LINE |
| AFRIAMR 261 | AFRICAN-AMERICAN POLITICS |
| AFRIAMR 270 | THE AFRICAN AMERICAN COMMUNITY: A SOCIOLOGICAL PERSPECTIVE |
| AFRIAMR 321 | A HISTORY OF BLACK MIGRATION IN THE U.S. ${ }^{1}$ |
| AFRIAMR 345 | AFRICAN-AMERICAN LITERATURE, 1800 TO THE PRESENT ${ }^{1}$ |
| AFRIAMR 365 | BLACK POLITICAL AND SOCIAL THOUGHT 1 |
| AFRIAMR 397 | CURRENT ISSUES IN BLACK STUDIES: HUMANITIES |

## American Indian Studies

| Code | Title | Units |
| :--- | :--- | ---: |
| AMERIND 102 | INTRODUCTION TO AMERICAN INDIAN | 3 |
|  | STUDIES |  |
| AMERIND 305 | NATIVE NORTH AMERICA TODAY: PEOPLE, | 3 |
|  | CULTURE AND SURVIVAL 1 |  |

## Anthropology

| Code | Title |
| :--- | :--- |
| ANTHROPL 305 | NATIVE NORTH AMERICA TODAY: PEOPLE, |
|  | CULTURE AND SURVIVAL |

## Asian American Studies

| Code | Title | Units |
| :--- | :--- | ---: |
| ASIANAM 308 | HMONG AMERICANS: HISTORICAL AND | 3 |
|  | CONTEMPORARY ISSUES |  |
| ASIANAM 335 | ASIAN AMERICAN LITERATURE | 3 |
| ASIANAM 408 | TOPICS IN ASIAN AMERICAN STUDIES | 3 |

## Communication

| Code | Title |
| :--- | :--- |
| COMM 424 | CROSS CULTURAL COMMUNICATION |

## Curriculum \& Instruction

| Code | Title | Units |
| :--- | :--- | ---: |
| CIGENRL 350 | INTRODUCTION TO BILINGUAL/ <br> BICULTURAL EDUCATION AND ESL | 3 |
| ECOMOMICS |  | Units |
| Code | Title | 3 |
| ECON 352 | RACE, GENDER, AND ECONOMIC JUSTICE | 3 |

Units

## Education Interdepartmental

| Code | Title | Units |
| :---: | :---: | :---: |
| EDUINDP 250 | RACE AND RACISM IN SCHOOLS | 3 |
| Educational Foundations |  |  |
| Code | Title | Units |
| EDFOUND 243 | FOUNDATIONS OF EDUCATION IN A PLURALISTIC SOCIETY ${ }^{1}$ | 3 |
| EDFOUND 341 | PARADOXES AND PROMISES: CRITICAL ISSUES IN URBAN EDUCATION | 3 |
| English |  |  |
| Code | Title | Units |
| ENGLISH 200 | INTRODUCTION TO CHICANX LITERATURE | 3 |
| ENGLISH 202 | INTRODUCTION TO U.S. LATINX LITERATURE | 3 |
| ENGLISH 265 | MULTICULTURAL LITERATURE OF THE UNITED STATES | 3 |
| ENGLISH 334 | AMERICAN INDIAN LITERATURE | 3 |
| ENGLISH 335 | ASIAN AMERICAN LITERATURE | 3 |
| ENGLISH 337 | LATINX LITERATURE | 3 |
| ENGLISH 345 | AFRICAN-AMERICAN LITERATURE, 1800 TO THE PRESENT ${ }^{1}$ | 3 |
| ENGLISH 368 | AMERICAN MINORITY WOMEN WRITERS ${ }^{1}$ | 3 |
| ENGLISH 369 | MULTICULTURAL DRAMA OF THE UNITED STATES ${ }^{1}$ | 3 |THE UNITED STATES

## History

| Code | Title | Units |
| :---: | :---: | :---: |
| HISTRY 102 | INTRODUCTION TO AMERICAN INDIAN STUDIES | 3 |
| HISTRY 124 | AMERICAN HISTORY TO 1877 | 3 |
| HISTRY 125 | AMERICAN HISTORY SINCE 1877 | 3 |
| HISTRY 141 | MODERN BLACK AMERICAN HISTORY | 3 |
| HISTRY 150 | ATLANTIC HISTORY | 3 |
| HISTRY 241 | CIVIL RIGHTS HISTORY: TRAVELING FREEDOM'S MAIN LINE | 3 |
| HISTRY 308 | HMONG AMERICANS: HISTORICAL AND CONTEMPORARY ISSUES | 3 |
| HISTRY 310 | ASIAN AMERICAN HISTORY, 1850PRESENT | 3 |
| HISTRY 321 | A HISTORY OF BLACK MIGRATION IN THE U.S. | 3 |
| HISTRY 323 | RACE, ROCK \& ROLL AND AMERICAN HISTORY | 3 |
| HISTRY 324 | AMERICAN INDIAN HISTORY | 3 |

Latinx

| Code | Title | Units |
| :--- | :--- | ---: |
| LATINX 150 | INTRODUCTION TO CHICANX STUDIES | 3 |
| LATINX 200 | INTRODUCTION TO CHICANX LITERATURE | 3 |
| LATINX 202 | INTRODUCTION TO U.S. LATINX | 3 |
|  | LITERATURE |  |
| LATINX 310 | CHICANX HISTORY | 3 |
| LATINX 337 | LATINX LITERATURE | 3 |
| LATINX 407 | LATINA/LATIN AMERICAN WOMEN'S | 3 |
|  | WRITING, ACTIVISM \& CHANGE |  |

## Music

| Code | Title | Units |
| :--- | :--- | ---: |
| MUSC 143 | SURVEY OF AMERICAN JAZZ | 2 |
| MUSC 240 | SURVEY OF AFRICAN AMERICAN MUSIC | 3 |
| MUSC 344 | HISTORY OF AMERICAN JAZZ | 3 |

## Political Science

| Code | Title | Units |
| :--- | :--- | ---: |
| POLISCI 217 | AMERICAN MINORITY POLITICS | 3 |
| POLISCI 261 | AFRICAN-AMERICAN POLITICS | 3 |
| POLISCI 266 | ASIAN AMERICANS IN U.S. POLITICS | 3 |
| POLISCI 280 | POLITICS OF URBAN INEQUALITY IN THE | 3 |
|  | U.S. | 3 |
| POLISCI 341 | PARADOXES AND PROMISES: CRITICAL | 3 |
|  | ISSUES IN URBAN EDUCATION 1 | 3 |

## Race and Ethnic Culture

| Code | Title | Units |
| :--- | :--- | ---: |
| RACEETH 150 | ATLANTIC HISTORY | 3 |
| RACEETH 201 | INTRODUCTION TO RACE AND ETHNIC | 3 |
|  | STUDIES |  |
| RACEETH 217 | AMERICAN MINORITY POLITICS | 3 |
| RACEETH 265 | MULTICULTURAL LITERATURE OF THE | 3 |
|  | UNITED STATES |  |
| RACEETH 280 | POLITICS OF URBAN INEQUALITY IN THE | 3 |
|  | U.S. | 3 |
| RACEETH 285 | ASIAN AMERICANS ${ }^{1}$ |  |
| RACEETH 344 | RACE, ETHNICITY AND FILM | 3 |
| RACEETH 368 | AMERICAN MINORITY WOMEN WRITERS ${ }^{1}$ | 3 |
| RACEETH 380 | CULTURAL COMPETENCY FOR HEALTH | 3 |
|  | PROFESSIONALS ${ }^{1}$ | 3 |
| RACEETH 394 |  |  |

## Religious Studies

Code Title
RELIGST 242 NATIVE AMERICAN RELIGIONS

## Sociology

| Code | Title | Units |
| :---: | :---: | :---: |
| SOCIOLGY 260 | SOCIOLOGY OF HATE | 3 |
| SOCIOLGY 265 | RACE AND ETHNIC RELATIONS | 3 |
| SOCIOLGY 270 | THE AFRICAN AMERICAN COMMUNITY: A SOCIOLOGICAL PERSPECTIVE | 3 |
| SOCIOLGY 285 | ASIAN AMERICANS ${ }^{1}$ | 3 |
| SOCIOLGY 344 | RACE, ETHNICITY AND FILM | 3 |
| SOCIOLGY 391 | 1 R |  |
| SOCIOLGY 394 | MINORITY AND MULTIRACIAL FAMILIES | 3 |
| SOCIOLGY 426 | MINORITIES \& THE CRIMINAL JUSTICE SYSTEM ${ }^{1}$ | 3 |

## Social Work

| Code | Title | Units |
| :--- | :--- | ---: |
| SOCWORK 321 | IMMIGRATION TODAY: INDIVIDUAL, | 3 |
|  | COMMUNITY, AND GLOBAL PERSPECTIVES |  |
| SOCWORK 380 | CULTURAL COMPETENCY FOR HEALTH | 3 |
|  | PROFESSIONALS ${ }^{1}$ |  |

## Special Education

| Code | Title | Units |
| :--- | :--- | ---: |
| SPECED 201 | DISABILITY, RACE, \& ETHNICITY IN <br> SOCIETY | 3 |
| Theatre |  | Units |
| Code | Title | 3 |
| THEATRE 369 | MULTICULTURAL DRAMA OF THE UNITED | 3 |

## Women's Studies

| Code | Title | Units |
| :--- | :--- | ---: |
| WOMENST 370 | WOMEN: RACE AND ETHNICITY | 3 |
| WOMENST 407 | LATINA/LATIN AMERICAN WOMEN'S | 3 |
|  | WRITING, ACTIVISM \& CHANGE |  |
| WOMENST 481 | GENDER, ETHNICITY, AND THE | 3 |
|  | ENVIRONMENT |  |

## College of Integrated Studies

| Code | Title | Units |
| :--- | :--- | ---: |
| ANT 150 | FOOD, CULTURE, AND IDENTITY | 3 |
| ART 175 | WORLDS OF ART IMAGES/OBJECTS/IDEAS | 3 |
| BUS 227 | MULTICULTURAL BUSINESS | 3 |
| CTA 210 | INTRODUCTION TO INTERCULTURAL | 3 |
|  | COMMUNICATION |  |
| EDU 220 | EDUCATION IN A PLURALISTIC SOCIETY | 3 |
| HES 217 | SOCIAL ASPECTS OF SPORT | 3 |
| HIS 101 | US HISTORY TO THE CIVIL WAR ERA | 3 |
| HIS 102 | HISTORY OF THE UNITED STATES THE | 3 |
| HIS 210 | ERA OF THE CIVIL WAR TO PRESENT |  |
|  | WORKERS, PROTEST AND SOCIAL | 3 |
| HIS 278 | CHANGE IN US HISTORY | 3 |


| MUS 265 | MUSIC IN THE UNITED STATES | 3 |
| :---: | :---: | :---: |
| MUS 273 | JAZZ HISTORY AND APPRECIATION | 3 |
| MUS 278 | HISTORY OF ROCK AND ROLL | 3 |
| MUS 295 | SELECTED STUDIES: MUSIC IN THE UNITED STATES | 3 |
| POL 235 | AMERICAN MINORITY POLITICS | 3 |
| PSY 270 | THE PSYCHOLOGY OF DISCRIMINATION | 3 |
| SOC 234 | SOCIOLOGY OF RACE AND ETHNICITY | 3 |
| UWX AR175 | WORLDS OF ART | 3 |
| UWX CM213 | INTERCULTURAL COMMUNICATION | 3 |
| UWX EN278 | mULTICULTURAL LITERATURE IN THE UNITED STATES | 3 |
| UWX HS102 | US HISTORY SINCE 1877 | 3 |
| UWX LB103 | DIVERSITY IN THE US | 3 |
| UWX MU278 | ROCK AND ROLL ROOTS | 3 |
| UWX SC222 | RACE AND ETHNICITY | 3 |
| 1 These cou Education general-in | unt for U.S. Racial/Ethnic Diversity only, n uww-public.courseleaf.com/undergradua on/general-education/). |  |

## Writing Proficiency

Students must demonstrate writing proficiency in their major. The department of the major determines the requirement, which may be a course within the degree or major requirements, a specified course outside the major, or a writing sample evaluated by the faculty. Check with the department chairperson of the major for details. Students pursuing a double major must complete the writing proficiency for only one of the two majors.

## GPA Requirements

Some majors require a certain GPA. Students should check with the department and/or college of their majors for these requirements.

## Waiving or Substituting a Required Course

The chairperson of the major or minor department may waive a required course within the major/minor if mastery of the course content can be demonstrated; however, other coursework must be completed to meet the minimum unit requirement for the major/minor.

A required course from a department other than the major or minor can be waived or substituted by (1) the dean of the college of the degree, if the course is in the college or degree requirements; (2) the Assistant Dean for Letters and Sciences, if the requirement is in General Education or U.S. Racial/Ethnic Diversity; or (3) the department chair of the course, if the requirement is in the Communication and Calculation Skills area. In selected cases, departments may waive a course in their own department based upon high school background or departmental exam.

Students may not take for credit any course for which they have received a waiver, nor may they take for credit any course in the same department that is a prerequisite for a course that has been waived (e.g., if a student has been waived from ENGLISH 102, the student may not take ENGLISH 101 for credit).

Waiver of any course does not reduce the total number of units required for graduation.

## Department of Communications Speech Waiver

The Speech Waiver program allows those students who have had previous experience learning about and giving speeches an opportunity to bypass the required COMM 110 course.

The Department of Communication Speech Waiver is composed of two stages - first, completing an online course consisting of six modules, and second, delivering a persuasive speech to a panel of instructors.

The speech waiver is completed in two stages:

- STAGE 1: Completing an online course via CANVAS
- First, student will contact the Coordinator, Tammy French at frencht@uww.edu or 262-472-1720, to explain his/her previous public speaking experience.
- There is a $\$ 20$ fee for attempting the Speech Waiver. This waiver fee will turn up in the student's WINS account; once that has been paid at the Cashier's office in Hyer Hall, the receipt can be brought or emailed to the department (Heide Hall 406).
- The class includes six modules, each of which has material to read and sample speeches to watch. Each module has a reading, a quiz and videos to watch.
- You may enroll in this course anytime from the beginning of the semester until the 7th week of class, but ALL requirements of this course must be met by the 7th week or otherwise you will have "failed" this course and you will not be allowed to proceed any further.
- After all material has been read, watched, and all quizzes have been completed, you should contact Tammy French. She will verify your course completion then schedule you for your persuasive speech.
- STAGE 2: Delivering a persuasive speech
- The persuasive speech is expected to be 5-7 minutes with at least five sources, and may not be read. (The specific expectations for this speech are explained in detail at the end of the CANVAS course). The evaluators for this speech will be three Department of Communication faculty members.
- It is important to note that since by this point the student will have successfully passed the online waiver course, it is fully expected that the student will implement almost all of the strategies and skills discussed and exemplified in the course. Failing to successfully meet these requirements will result in a failure to pass this stage of the waiver process, and therefore will necessitate your enrollment in COMM 110 (the persuasive speech may only be attempted once).

If you have any questions, please contact Tammy French, Basic Course Coordinator, at frencht@uww.edu or 262-472-1720.

Complete instructions for the waiver can be found on the department website at http://www.uww.edu/documents/colleges/cac/comm/ SpeechWaiverInstructions.pdf.

## English and Mathematics Course Placement

At the University of Wisconsin-Whitewater, English and mathematics placement are based on the UW Placement Test or ACT/SAT I sub-scores as follows:

## Mathematics

Students will be placed by ACT, SAT, or the combination of MFUND, AALG, and TAG scores. Students with scores for more than one of these tests will receive the highest placement level earned.

## UW Math Placement Test Placement

| MFUND | AALG | TAG | COURSE <br> PLACEMENT | MILESTONE |
| :---: | :---: | :---: | :---: | :---: |
| 150-245 | 150-850 | 150-850 | MATH 41 | 0 |
| 246-405 | 150-850 | 150-850 | MATH 93 + MATH 139; MATH 93 + MATH 140 | 10 |
| 406-465 | 150-850 | 150-850 | MATH 139; MATH 140; MATH 124 + MATH 142 | 20 |
| 466-850 | 150-850 | 150-850 | MATH 139; MATH 140; MATH 142 | 30 |
| 501-850 | 451-555 | 150-850 | MATH 143; MATH 147; MATH 148; MATH 152; STAT 230 | 40 |
| 501-850 | 556-850 | 150-585 | MATH 143; <br> MATH 147; <br> MATH 148; <br> MATH 151; <br> MATH 152; <br> MATH 243; <br> MATH 250; <br> STAT 230 | 50 |
| 501-850 | 556-850 | 586-850 | MATH 143; <br> MATH 147; <br> MATH 148; <br> MATH 151; <br> MATH 152; <br> MATH 243; <br> MATH 250; <br> MATH 253; <br> STAT 230 | 60 |


| ACT | COURSE PLACEMENT | MILESTONE |
| :---: | :---: | :---: |
| $\leq 14$ | MATH 41 | 0 |
| 15-17 | MATH 93 + MATH 139; <br> MATH 93 + MATH 140 | 10 |
| 18-21 | MATH 139; MATH 140 ; MATH 124 + MATH 142 | 20 |
| 22-24 | MATH 139; MATH 140; MATH 142 | 30 |
| 25-26 | MATH 143; MATH 147; MATH 148; MATH 152; STAT 230 | 40 |
| $\geq 27$ | MATH 143; MATH 147; MATH 148; MATH 151; MATH 152; MATH 243; MATH 250; STAT 230 | 50 |


| N/A | MATH 143; MATH 147; 60 MATH 148; MATH 151; <br> MATH 152; MATH 243; <br> MATH 250; MATH 253; <br> STAT 230 |
| :---: | :---: |
| SAT | COURSE PLACEMENT MILESTONE |
| $\leq 340$ | MATH 410 |
| 350-480 | MATH 93 + MATH 139; 10 <br> MATH 93 + MATH 140 |
| 490-530 | MATH 139; MATH 140; 20 MATH 124 + MATH 142 |
| 540-580 | MATH 139; MATH 140; 30 MATH 142 |
| 590-620 | MATH 143; MATH 147; 40 MATH 148; MATH 152; STAT 230 |
| $\geq 630$ | MATH 143; MATH 147; 50 MATH 148; MATH 151; MATH 152; MATH 243; MATH 250; STAT 230 |
| N/A | MATH 143; MATH 147; 60 MATH 148; MATH 151; MATH 152; MATH 243; MATH 250; MATH 253; STAT 230 |

## English

| ACT (English <br> subsection) | SAT (Evidence- <br> Based Reading/ <br> Writing) | ENGLISH <br> PLACEMENT <br> SCORE | COURSE <br> PLACEMENT |
| :--- | :--- | :--- | :--- |
| $24+$ and eligible <br> for Honors | $590+$ and eligible <br> for Honors | N/A | ENGLISH 105 |
| $30+$ | $671+$ | $546+$ | ENGLISH 102 |
| $17-29$ | $421-670$ | $356-545$ | ENGLISH 101 |
| $14-16$ | $341-420$ | $306-355$ | ENGLISH 100 |
| $1-13$ | $200-340$ | $150-305$ | ENGLISH 90 |

Students who are eligible to participate in the Honors Program and have at least a 24 English ACT subscore may enroll in ENGLISH 105, which replaces both ENGLISH 101 and ENGLISH 102 and satisfies the Communication and Calculation Skills writing requirement.

Students who are waived from MATH 141 , ENGLISH 101 , and/ or COMM 110 have satisfied that General Education proficiency requirement.

## Graduation Requirements

Students are held responsible for keeping an accurate record of their progress toward graduation. The Academic Advisement Report (AAR) is available to students online through their WINS account.

Students are responsible for meeting the degree requirements in effect at UW-Whitewater at the time of declaration of their current major unless they interrupt their attendance at UW-Whitewater by an absence of four or more consecutive academic sessions (including summer), in which case upon re-entry they will be subject to the requirements in effect at that time.

Students may elect to satisfy any newer set of requirements by contacting the advising location of their major. Permission of their dean is required if, due to extenuating circumstances, students wish to satisfy a set of requirements earlier than the academic year indicated on the AAR.

Students who have not completed their degree requirements within eight years may be held to satisfy newer requirements deemed appropriate by the dean of the college in which they are enrolled.

## Application of Graduation

Students must complete the online application for graduation found within their Student Center in WINS no later than the end of the second week of the term in which they expect to graduate. However, it is strongly recommended that they apply at least one semester before the intended graduation date, so changes can be made to their academic record if a problem is identified during the graduation clearance process. To avoid graduation problems, the Academic Advisement Report (AAR) should be thoroughly reviewed with an academic advisor each term.

If students wish to challenge a final term grade as a graduating student, they must make the challenge within 30 days of the end of the term in which the students are graduating. After the degree is posted, no changes will be made retroactively to the permanent academic record. Any questions should be directed to the Registrar's Office.

Students have 30 days from the end of the semester in which they have applied to graduate to clear their records for graduation. A student's college will review and approve him or her for graduation. If the deficiencies are not cleared within the 30 days, the graduation date will be moved to the next term.

Students wishing to graduate in December may take a class during winterim, and students wishing to graduate in May may take a class during the first three weeks of summer session. This registration falls within the 30 days allowed for students to clear their records for graduation. There cannot be an extension beyond this 30 day limit from the previous term for Incomplete or In-Progress grades received in winterim or the first 3 -week session of summer session.

## Graduation Fee

Graduating students will be charged a graduation fee which will appear on their billing statement. The fee is paid to the Cashier's Office during the term in which the students intend to graduate whether or not they participate in the ceremony. The diploma cost is part of the graduation fee. A request for a duplicate copy of the diploma will be processed for an additional fee, if an exact replica can be obtained from the diploma vendor. Any questions should be directed to the Registrar's Office.

## Attendance at Commencement Ceremony

A formal commencement ceremony is held at the end of the Fall and Spring terms. Students choosing to participate must attend the ceremony at the end of the term in which their degree is granted and must wear a cap and gown at the ceremony. Effective spring 2017, August graduates will have the option to participate in either the May or December commencement ceremony. Please note, August graduates who earn and wish to walk with University Honors must participate in the December ceremony.

