(Additions to rules are bolded and underlined, deletions to rules are indicated by strikethrough)

PROPOSAL

Please see attached rule for extensive changes

JUSTIFICATION

This change modifies language to include an application cut-off for the summer term in addition to fall and spring.

PROPOSED BY

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Approved by the Student Rules and Regulations Committee on 11/04/2016.
Approved by the Faculty Senate on 12/12/16
Approved by the President on 02/10/17

(Additions to rules are bolded and underlined, deletions to rules are indicated by strikethrough)

*Present Rule 14 with proposed changes are **bold** and underlined. Deletions are ~~struck~~.*

14. Degree Requirements

(Revised: ~~2013~~ **2017**)

14.1 Formal application for degrees must be completed and submitted online at https://howdy.tamu.edu no later than the Friday of the fifth week of the fall or spring semester in which the student expects to complete his or her requirements for graduation. Students who wish to graduate in August must submit formal application for degrees before the Friday of the first week of the second summer term. Under unusual circumstances, an application for a degree may be accepted after the stated deadline**; however**, ~~but~~ no application will be accepted after the last class day of the ~~fall or spring~~ semester**,** as published in the academic calendar.

14.1.1 If a student chooses to exercise the first year grade exclusion, that option must be exercised before the official deadline for application for the baccalaureate degree in the student's final semester.

14.2 To be a candidate for a degree at the end of the semester, a student must be enrolled in or have completed all degree requirements by the 60th class day of the fall or spring semester, or the 15th class day of the second summer term either in residence or at another college or university. Proof of enrollment in any courses taken at another college or university must be provided to the Office of the Registrar, Degree Audit by the above deadlines. A student must be enrolled in his or her degree-granting college(s) and major(s) at the beginning of the student's last semester at Texas A&M to be a candidate for a degree from that college.

14.2.1 When a student has completed all academic requirements for graduation, and fails to submit an application for degree within 30 days of completing these requirements, an application for degree may be submitted by his or her academic Dean or designee. The student will be responsible for all related fees. An application submitted under these circumstances cannot be canceled without prior permission of the Dean or designee.

14.3 Undergraduate Double Majors

14.3.1 Both majors must lead to the same baccalaureate degree, e.g., both must lead to BA or BS, rather than one leading to a BA and one to a BS. The degree for a double major is one degree; one diploma will be issued, with both majors indicated. A student must complete the requirements for both majors before the degree can be awarded.

14.3.2 A student currently enrolled at Texas A&M University who wishes to pursue a double major must receive approval from the departments, programs, or college(s) offering both the primary and secondary major, normally no later than the time the student reaches senior standing. The student must meet the grade point requirements of both the primary and secondary academic department or major at the time of application. A Double Major Request Form documenting that the student has been approved to pursue the second major and identifying remaining course work, must be sent immediately to the department, program, or college in which the first major is located. Some degree programs limit or do not permit pursuit of double majors. Students may not pursue more than two majors concurrently in a single degree program.

14.3.3 A student pursuing a double major must complete all university and college requirements. If both majors are in the same college, the student must complete all department/curricular requirements for each major. If one major is in one college and the other is in another college, the student must meet all requirements for each major. A list of courses required for completion of the second major must be approved by the advisor for that curriculum.

14.4 Undergraduate Second Degree

14.4.1 A student pursuing a second degree will, upon completion of all requirements, receive two separate degrees, e.g., two BAs, two BSs, or a combination of either BA, BS, BBA, BLA, or BED degree. Students may not pursue more than two degree programs concurrently.

14.4.2 A student currently enrolled at Texas A&M University who wishes to pursue a double degree must receive approval from the departments, programs, or college(s) offering both the primary and secondary degree, normally no later than the time the student reaches senior standing. The student must meet the grade point requirements of both the primary and secondary academic department or degree program at the time of application. A Double Degree Request Form documenting that the student has been approved to pursue the second degree and identifying remaining course work, must be sent immediately to the department, program, or college in which the first major is located. Some degree programs limit or do not permit pursuit of double degrees. Students may not pursue more than two degrees concurrently.

14.4.3 A student with a recognized baccalaureate degree from an institution other than Texas A&M University who wishes to complete requirements for a second baccalaureate degree at Texas A&M University or who wishes to complete established Texas A&M University certification requirements generally granted as part of an undergraduate program can be admitted only as a Post-baccalaureate Undergraduate (U5).

14.4.4 A recipient of a Texas A&M University baccalaureate degree is not eligible for continued enrollment unless he or she has the specific approval of the college offering the second bachelor's degree or certification generally granted as part of the undergraduate program. If enrollment is interrupted, the student must apply as a candidate for a second bachelor's degree.

14.4.5 A student pursuing a second degree must complete all university, college, and department/curricular requirements for the second degree not covered in the first.

- Courses may be used to satisfy the requirements for both degrees. However, the total semester hours required must be at least 30 semester hours in addition to the greater number of hours required for either degree. At least 12 hours of 300- and 400-level course work must be completed in each field of study.

- All essential work required for a second degree must be defined in advance in writing by the Dean or designee of the college granting the second degree.

- A student who has previously not been enrolled at Texas A&M University and who is seeking a second degree must have a minimum of 36 hours of 300- and 400-level courses, 12 of which must be in the major field of study, in residence at Texas A&M University. The student must also meet the Texas A&M University Citizenship requirements in history and political science.

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14.5 A student is expected to complete the baccalaureate degree course and hour requirements as outlined in the catalog in effect at the time he or she first enrolls at Texas A&M. A student transferring to Texas A&M from another institution may choose to move to a Texas A&M University catalog in effect at the same time the student first enrolled at the institution from which the student transferred. Students may choose to move to a later catalog. Normally, a student will not be granted a degree based upon completion of the requirements set forth in a catalog more than seven years old. Declaration of a change of catalog must be submitted to the dean, or designee, in writing, after the student has consulted with his or her academic advisor. It is incumbent on the student to verify that the change has been made. With the specific written approval of his or her dean, or designee, a student may vary his or her catalog course requirements. The baccalaureate degree requirements for a graduating student who first enrolled more than seven years prior to the time of graduation will be established by his or her dean, or designee.

The *Undergraduate Catalog* is published in the spring, and its provisions are applicable during the next long session, September through August. A student who registers for the first time in the university during a summer session is subject to the degree requirements set forth in the catalog effective for the fall semester immediately following his or her initial enrollment or any catalog issued in the following six years.

The diploma of the university, with the appropriate degree, will be granted to the student who has made formal application for the degree, has all grades on record in the registrar's office by no later than 5 p.m. Friday, the first week of classes of the succeeding semester or summer term following commencement, and has satisfied the requirements outlined below:

14.6 A curriculum leading to a baccalaureate degree shall contain a minimum of 120 credit hours including the required physical education courses.

14.7 The undergraduate student must complete all undergraduate course work attempted at Texas A&M University with at least a 2.00 grade point ratio.

14.8 The total number of grade points earned at this institution in courses must be at least twice the number of hours that the student carried in courses at this institution. Grades of F, WF and U shall be included.

> 14.8.1 The number of credit hours associated with grades of S in courses taken on a Satisfactory/Unsatisfactory basis are not included in this computation.
>
> 14.8.2 The number of credit hours associated with grades of U in courses taken on a Satisfactory/Unsatisfactory basis are included in this computation.
>
> 14.8.3 For undergraduate students only, grades in courses not applying to the degree may be waived for the purposes of graduation only by the student's Dean or designee.
>
> 14.8.4 The waiver of grades in courses as indicated in section 14.8.3 will not affect the student's official grade point ratio or entitlement to graduation with honors.
>
> 14.8.5 The provisions of section 14.8.3 will not affect a student's probationary status prior to graduation.

14.8.6 Grade(s) excluded under the First Year Grade Exclusion Policy may affect the grade point ratio (GPR) calculation and the number of semester credit hours applied to a degree plan. Please refer to section 10.10.1.

14.9 When a student repeats a C, D, F, or U in a course for the major, the higher grade of the attempts will be used to calculate the GPA in the major for degree audit requirements only.

14.10 Grades made in courses elected in excess of a student's degree requirements shall be counted, but if failed, such courses need not be repeated.

14.11 Students must satisfy all requirements of the University Core Curriculum as specified under their catalog.

14.12 The student must be formally recommended for graduation by the Faculty Senate.

14.13 Graduate students are referred to the appropriate section of the Graduate Catalog regarding degree requirements.

14.14 The student must have settled all financial obligations to the university.

14.15 Graduate and undergraduate students who plan to attend a commencement ceremony must do so the semester they apply for graduation and complete their degree requirements.

14.16 Undergraduate Minors: A minor is a concentration of courses that focus on a single area or an interdisciplinary perspective developed by the department or program that offers the minor. The department or program offering the minor is responsible for setting enrollment limits and deciding which courses are used to meet the minor. Coursework consists of 15-18 hours with a minimum of 6 in residence at the 300-400 level.

14.16.1 If a minor is offered by a department or academic unit, then the minor is considered to be available to all students as resources permit. The academic advisor in the major-granting department will add the minor to the student's academic record. In some cases, approval by the advisor of the minor-granting department is required before the minor is added by the advisor in the student's major.

14.16.2 Substitutions in a minor can be initiated by either the major- or minor-granting department, but must be approved by both departments.

14.16.3 Students must declare a minor no later than the date on which they apply for graduation.

14.16.4 A maximum of two minors can be completed by students.

14.16.5 A minor is displayed on the transcript after graduation but is not displayed on the diploma.

14.16.6 When a student repeats a C, D, F, or U in a course for the minor, the higher grade of the attempts will be used to calculate the GPA in the minor.

14.17 Posthumous Bachelor's Degrees. If a candidate for a bachelor's degree, at the time of death, is enrolled in courses that would complete the degree requirements, the appropriate degree may be awarded posthumously on the recommendation of the student's academic department, on the approval of the student's college, by the Faculty Senate and by the president of the university. Exceptional cases will be referred to the Executive Committee of the Faculty Senate for review and recommendation to the president.

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14.18 Posthumous Graduate Degrees. Any request for a posthumous degree must be initiated by the chair of the student's advisory committee and may be awarded on the recommendation of the student's academic department, on the approval of the student's college, by the Faculty Senate and by the president of the university. For all degrees, the student's advisory committee must certify that it believes that all requirements for the degree would have been completed by the anticipated graduation date under normal circumstances.

14.18.1 For degrees requiring a research product (dissertation, record of study, thesis or research paper) the research proposal, at the time of the student's death, must have been signed by each committee member and a significant portion of the dissertation, record of study, thesis or research paper must have been reviewed by the committee and found to be acceptable. Ph.D. students must have been admitted to candidacy.

14.18.2 For degrees not requiring a research product, the student must have been, at the time of death, enrolled in courses that would have completed the degree requirements. Exceptional cases will be referred to the Executive Committee of the Faculty Senate for review and recommendation to the president.

14.19 Petitions requesting exemption from or substitution for courses outlined in undergraduate student degree plans shall be submitted in writing to the Dean or designee of the student's college through the departmental advisor on forms available in the offices of the Dean or designees and department heads.

14.20 A minimum of 36 hours of 300-and/or 400-level course work must be successfully completed in residence at Texas A&M University to obtain a baccalaureate degree. In all cases, a minimum of 12 of these 36 semester hours must be in the major.

A student participating in TAMU off-campus study programs approved by the student's college may apply upper division credits earned in the programs toward the residence requirement up to a maximum of 18 semester hours, including hours transferred from another institution as part of one of these programs. These TAMU off-campus study programs may involve domestic or international institutions and may be taught by TAMU faculty or faculty from other institutions. Students choosing to participate in such programs and wishing to apply credits earned from the programs toward the residence requirement must receive college approval prior to the student's participation in the off-campus study program. Student participating in international programs must contact the Study Abroad Programs Office for details on how to obtain approval for courses taken outside the United States. Students participating in domestic off-campus programs must contact the Dean or designee's office of their college for approval procedures.

14.21 As an exception to 14.5, a student may qualify for the bachelor of science degree in zoology from Texas A&M by completing the three-year pre-medical/pre-dental curriculum and at least one full year of acceptable work at an accredited American medical or dental school.

14.22 Graduate students are referred to the residence statements in the Graduate Catalog that are appropriate to their degree objective.