

SECTION 2 – DEGREE REQUIREMENTS

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1. PROGRAM DEGREE REQUIREMENTS

1.1. Academic Awards. Academic awards range from certificates to master's degrees. The following definitions describe common characteristics of each award. In compliance with accreditation, USHE institutions may establish additional requirements and course work. Academic awards that fall outside the institution's primary role require Regents approval (BOR R401-4 and R401-5).

1.2. Non-Course Requirements.

1.2.1. Definition of Non-course Requirements. Non-course requirements are actions a student must complete before the degree is awarded but are not encapsulated in a course. The required actions can range from mandatory advising to participation in music recitals. The purpose of the non-course requirement is to enhance the student's educational experience, increase retention, and encourage progress towards degree completion.

Approval Process for Non-course Requirements. Non-course requirements should be explicitly stated in the program requirements in the catalog. Department or programs requesting a non-course requirement should consider the business process of

managing the requirements and how to ensure that the requirements can be completed without causing a delay of the graduation process.

Not all non-course requirements may need to be tracked in the degree evaluation system. If the addition of the requirement in the degree evaluation system is going to track existing programmatic non-course requirements that are currently in the catalog, then a non-substantive change must be submitted.

If the addition of a non-course requirement (e.g. required advising, graduation clearance, community service, thesis defense, licensure, assessment exam) is requested, and it is not currently in the catalog, then a substantive program change must be submitted.

2. CERTIFICATES

2.1. A minimum of 10 semester credit hours must be completed in residence at Weber State University. Military credit, special examination, experiential credits and credits awarded by department decision do not qualify for residential hours (WSU PPM 4-1.3.A). Undergraduate certificates must meet a minimum of 16 total credit hours. Course work for certificates is designed in a specific area for career and technical education purposes or for professional development. At the discretion of the department, credits earned as part of a Certificate program may be applied to a degree.

2.2. Students enrolled in Certificate programs may need to meet additional credit hour requirements in order to qualify for financial aid and should check with the Financial Aid Office.

2.3. *Undergraduate Certificates*

2.3.1. *Certificate of Proficiency*

2.3.1.1. Certificate of Proficiency. A program of study that prepares students for gainful employment in a recognized occupation. Less than one year in length of full-time study. Requires 16 to 29 semester credit hours. Does not require but may include general education courses (BOR401-3.1.1).

2.3.1.2. Entry-Level CTE Certificate of Proficiency. Meets Perkins eligibility requirements and federal financial aid requirements, and consists entirely of lower-division courses (BOR401-3.1.1.1).

Mid-Level Certificate of Proficiency. Provides students with a specific set of skills. May meet Perkins eligibility and/or federal financial aid requirements. Made up of courses selected from undergraduate programs, with or without prerequisites (BOR401-3.1.2.1.2).

2.3.1.3. An Institutional Certificate of Proficiency less than one year in length (less than 30 semester hours) ending in a certificate issued under the authority of the institution do not require approval by the Regents.

2.3.1.4. A Certificate of Proficiency will be reflected on the transcript.

2.3.1.5. Students enrolled in a Certificate of Proficiency may need to meet additional credit hour requirements in order to qualify for financial aid and should check with the Financial Aid Office.

2.3.2. *Certificate of Completion*

2.3.2.1. Certificate of Completion. A program of study consisting entirely of lower- division courses. Intended to prepare students for gainful employment in a recognized occupation. Typically more than one year and less than two years in length of full-time study. Requires a minimum of 30 and a maximum of 33 semester credit hours. General education requirements are less extensive than in AA and AS degrees, generally 9 credit hours in Composition, Computation, and Human Relations. Certificates requiring more than 36 semester credit hours must show how the certificate can lead to an associate's degree within the normal credit hour requirements for that degree. When appropriate, transfer agreements should be included in the program proposal (BOR 401-3.12.2).

2.3.2.2. A certificate of completion will be reflected on the transcript.

2.3.2.3. Students enrolled in a Certificate of Completion may need to meet additional credit hour requirements in order to qualify for financial aid and should check with the Financial Aid Office.

2.4. Graduate Certificates

2.4.1. Graduate Certificate. A program of study, less than one year in length, made up of undergraduate- and/or graduate-level course work, with a pre-requisite of at least a bachelor's degree. These may include the Post-Baccalaureate or Post-Master's certificate as defined in Regent Policy (BOR401).

2.4.2. *Post-baccalaureate Certificate*. A program of study requiring less than 30 semester credit hours and composed of undergraduate and/or graduate courses. The program requires a bachelor's degree for admission.

2.4.2.1. A Post-baccalaureate Certificate will be reflected on the transcript.

2.4.3. *Post-master's Certificate*. A program of study less than 30 semester credit hours and composed entirely of graduate-level courses. The program requires a master's degree for admission.

2.4.3.1. A Post-master's Certificate will be reflected on the transcript.

3. ASSOCIATE OF APPLIED SCIENCE (AAS) DEGREE REQUIREMENTS

3.1. Associate of Applied Science (AAS) Degrees. Programs of study that include limited general education, course work in a subject, and are intended to prepare students for entry-level careers. Typically two years in length of full- time study. General education requirements are less extensive than in AA or AS degrees, generally 9 hours in Composition, Computation, and Human Relations. General education courses may be embedded within a course in the discipline, but must be identifiable (BOR401-3.12.3).

3.1.1. Require a minimum of 63 and a maximum of 69 semester credit hours.

3.1.2. A minimum of 20 hours in residence (for transfer students).

3.1.3. At least a 2.0 WSU grade point average(GPA)

3.1.4. General education requirements are specified by each program and include at least the following:

3.1.5. English ENGL1010 and one other course in oral or written communication (6 credit hours);

- 3.16. Math or discipline-specific statistics as designated by specific programs (3 credit hours);
 - 3.17. One course in each of the three following areas (9 credit hours): Creative Arts & Humanities (CA or HU), Life & Physical Sciences (LS or PS), and Social Sciences (SS))
4. ASSOCIATE OF ARTS (AA) & ASSOCIATE OF SCIENCE (AS) DEGREE REQUIREMENTS (General Studies)
- 4.1. Associate of Arts (AA) and Associate of Science (AS) Degrees. Programs of study primarily intended to encourage exploration of academic options that provide a strong general education component, and prepare students for upper-division work in baccalaureate programs or for employment and for responsible citizenship. Typically two years in length of full-time study (BOR 401-3.12.4).
 - 4.2. For information related to Specialized Associate's Degrees and Pre-Majors please see Board of Regents policy 401-3.12.4.1 and 401-3.12.4.2.
 - 4.3. AA and AS Requirements
 - 4.3.1. Requires a minimum of 60 and a maximum of 63 semester credit hours, which includes general education coursework. Exceptions for the maximum number of program hours are allowed if accreditation issues require a set number of courses within a given program.
 - 4.3.2. A minimum of 20 hours in residence.
 - 4.3.3. At least a 2.0 WSU grade point average (GPA).
 - 4.3.4. Completion of WSU general education and diversity requirements.
 - 4.4. The Associate of Arts Degree must include a foreign language or ASL (American Sign Language) requirement which may be met by one of the following:
 - 4.4.1. Documentation of a proficiency level of "Novice High" or better through an examination administered by the WSU Foreign Language Department or through an examination by a recognized testing agency.
 - 4.4.2. Completion of WSU foreign language course 1020 with a grade of "C" or higher, or comparable transfer credit.
 - 4.4.3. Completion of any WSU foreign language course at a level beyond the first year with a grade of "C" or higher, or comparable transfer credit. Documentation of three years of the same language completed in high school with a minimum grade of "B".
 - 4.4.4. Documentation of a minimum proficiency level in American Sign Language through an examination administered by the American Sign Language/Interpreting program at SLCC. The signer must "demonstrate proficiency in temporal aspect, spatial agreement and in describing things around her/him and the deaf culture."
 - 4.4.5. Completion of WSU American Sign Language course 1020 with a grade of "C" or higher, or comparable transfer credit.

5. BACHELOR'S DEGREE REQUIREMENTS

5.1. Bachelor of Arts (BA) and Bachelor of Science (BS) Degrees.

Programs of study, which include general education and major coursework, prepare students for employment in a career field and for responsible citizenship. Typically four years in length of full-time study (BOR401-3.12.5).

5.1.1. Requires a minimum of 120 and a maximum of 126 semester credit hours, which includes general education coursework. Exceptions for the maximum number of program hours are allowed if accreditation issues require a set number of courses within a given program.

5.1.2. A minimum of 30 semester credit hours must be completed in residence at Weber State University. Military credit, special examination, experiential credits and credits awarded by department decision do not qualify for resident hours.

5.1.3. A minimum of 40 semester credit hours of upper-division work must be completed.

5.1.4. At least a 2.0 WSU grade point average(GPA).

5.1.5. Completion of WSU general education and diversity requirements.

5.2. Degree Types. One of the following bachelor's degrees must be specified and the WSU general education, major and minor requirements completed. Departments may specify completion of specific general education courses.

5.2.1. *Bachelor of Arts (BA)*, only Visual Arts majors may earn this degree; see the Visual Arts Department section for the application process.

5.2.2. *Bachelor of Music (BM)* this degree may only be earned by Music majors; contact the Department of Performing Arts for more information.

5.2.3. *Bachelor of Music Education (BME)*, this degree may only be earned by Music majors; contact the Department of Performing Arts for more information.

5.2.3.1. The Bachelor of Music, Bachelor of Music Education, and Bachelor of Arts in Music degrees require two semesters of foreign language, chosen from French, German, Italian, or Spanish. Taking two semesters of the same language, or one semester each of two different languages may satisfy the requirement.

5.2.4. *Bachelor of Science (BS)*

5.2.5. *Bachelor of Integrated Studies (BIS)* See the Bachelor of Integrated Studies section of the catalog for information about program requirements and the application process.

5.3. Major and Minor Requirements

5.3.1. Major programs that require a minor will consist of not fewer than 30 credits and not more than 48 credits in the major field. Major programs that do not require a minor shall consist of not more than 63 credits in the major field. A minor is a program of study generally selected to complement and strengthen a student's major and/or enrich the student's overall educational program. A minor consists of not fewer than 15 credits. Courses that are used to satisfy the general education requirements can be used as part of the

minimum number of hours needed for the minor requirements unless prohibited by a particular college or department. (WSU PPM4-1)

6. MASTER'S DEGREE REQUIREMENTS

- 6.1. Master of Arts (MA) and Master of Science (MS) Degrees. Graduate-level programs of study beyond the bachelor's degree. Typically more than one and less than two years of full-time graduate study. Requires a minimum of 30 and maximum of 36 semester credit hours of coursework (BOR 401-3.12.8)
- 6.2. Professional Master's Degrees. Professional master's degrees such as the Master of Business Administration or Master of Social Work may require additional course work or projects. May exceed the maximum of 36 credit hours to meet accreditation requirements. Professional degrees often lead to third-party licensure. (BOR 401.3.12.8).
- 6.3. Degree Requirements

Credit hour requirement. A minimum of 30 credit hours beyond the bachelor's degree is required for any Weber State University master degree. Additional course work or projects may be required due to graduate program accreditation standards, or for specialized professional master degrees. At least two-thirds of the credits in any master degree program (including thesis or project) must be received from Weber State University.

- 6.3.1. *GPA Requirement.* A minimum cumulative grade point average of 3.0 is required for successful completion of a graduate degree. The sponsoring department determines individual course grade requirements.
- 6.3.2. *Time Limit for Degree Completion.* All degree requirements must be completed within six years from the semester of entry into a Weber State University graduate program. A graduate student's catalog will be the catalog in effect the Fall Semester of the academic year when he or she enrolls in the graduate program following formal admission into that program. Graduate programs may impose an age limit on graduate credits completed prior to entry into a program. The graduate program must approve any exceptions to the above requirements.
- 6.3.3. *Thesis / Non-Thesis Degree Options.* Master's degree programs may include a "thesis option" and/or a "non-thesis option." The Master's thesis should be evidence of the graduate student's ability to carry out an independent investigation and to present the results in clear and systemic form.
 - 6.3.4.1. The overall level of achievement for the Master's degree should be the same whether the option chosen requires completion of a thesis or not.
 - 6.3.4.2. The thesis option should include at least 6 semester credits of thesis research. The semesters during which a student registers for thesis credit should correspond as closely as possible to the semesters in which the thesis work is done and faculty supervision is provided.
 - 6.3.4.3. The non-thesis option will instead include a major project, paper, presentation, and/or a comprehensive examination.

7. DOCTORATE DEGREE REQUIREMENTS

- 7.1. Graduate-level programs beyond the master's degree in an advanced, specialized field of study. Doctoral degrees generally require three to six years of study; Professional Practice Doctoral Degrees provide knowledge and skills for credentials or licenses required for professional practice.