

## **VII. BACHELOR'S DEGREE REGULATIONS**

## DEGREE REQUIREMENTS

In order to receive a bachelor's degree from UT San Antonio, a student must comply with the following minimum requirements:<sup>1</sup>

1. Complete a minimum of 120 semester hours of credit, of which at least 39 must be in upper-division work.
2. Complete the university-wide general education requirements.(See immediately below.)
3. Complete the major and support-work requirements and the free elective requirements<sup>2</sup> for the desired degree. (See Section IX of catalog.)
4. Meet the residence requirements. (See below.)
5. Achieve an overall 2.0 grade-point average in all work attempted at UT San Antonio and a 2.0 grade-point average in all work included in the major.
6. Be in good academic standing at UT San Antonio.

The only restrictions placed upon courses used as free electives are:

- 1) that a specified number of free elective credits must be at the upper-division level for some degree programs;
- 2) that a maximum of six hours of physical activities courses can be applied to the free electives allowed for any UT San Antonio degree program; and
- 3) that a maximum of nine hours of military science credit can be applied to the free electives allowed for any UT San Antonio degree program.

## GENERAL EDUCATION REQUIREMENTS

All candidates for a bachelor's degree at The University of Texas at San Antonio must satisfy the following university-wide general education requirements.<sup>3</sup>

1. Complete a minimum of 35 semester hours as follows:
  - A. Nine semester hours in English and humanities (ENG 1013 and ENG 1023 are required of all students, with the three remaining hours to be selected from ENG 1033, ENG 1043, or HUM 1053).
  - B. Six semester hours in American history or three hours each in Texas and American history.<sup>4</sup> (See the Appendix for a list of eligible courses.)
  - C. Six semester hours in U.S. and Texas government.<sup>5</sup> (See the Appendix for a list of eligible courses.)
  - D. Nine semester hours in a single foreign language.<sup>6</sup>
  - E. Four semester hours in mathematics, computer science, or systems design.

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<sup>1</sup>A single course can be applied to only one of the following: 1) general education requirements, 2) requirements for the major, 3) requirements for support work, 4) requirements for free electives.

<sup>2</sup>Free Electives, as used in this catalog, are any semester hours of credit accepted by UT San Antonio in transfer or awarded by UT San Antonio which, for degree purposes, are not applied to general education, major, or support-work requirements.

<sup>3</sup>For certain degrees offered at UT San Antonio, general education requirements are restricted. Students should be alert to this possibility and should consult the specific degree requirements established by the individual Colleges and Divisions and set out under the degree plans described in Section IX of this catalog.

<sup>4</sup>A maximum of three semester hours in history can be earned by examination.

<sup>5</sup>A maximum of three semester hours in government or political science can be earned by examination.

<sup>6</sup>Undergraduate students from non-English speaking countries are not required to complete the foreign language requirement for a baccalaureate degree at UT San Antonio. Students from such countries are required, instead, to complete an additional nine hours of free electives.

- F. One semester hour of library study, LIB 1001. (Optional for students entering with 60 hours or more.)
2. Complete an additional 15 semester hours of required electives as follows:
- A. Students majoring in art and design, English, foreign language, humanities, or music must select at least six hours from Group B, six hours from Group C, and three additional hours from either Group B or C below.
  - B. Students majoring in business, criminal justice, or any of the social sciences must select at least six hours from Group A (three of which should be in the fine arts), six hours from Group B, and three additional hours from either Group A or B below.
  - C. Students majoring in applied science; biology; chemistry; mathematics, computer science, and systems design; or allied health professions must select at least six hours from Group A (three of which should be the fine arts), six hours from Group C, and three additional hours from Group A or C below.
  - D. Students majoring in early childhood and elementary education, health, or physical education must select at least six hours from each of two groups (A, B, or C, excluding education) and an additional three hours from any of Groups A, B, or C (excluding education) below. Three hours should be in art or music.

<i>Group A</i>	<i>Group B</i>	<i>Group C</i>
English	Applied, Biological,	Social Sciences
Foreign Languages	Physical, and	Business
Classics	Earth Sciences	Education <sup>7</sup>
Communications	(including	Bicultural-Bilingual
Comparative	Astronomy)	Studies
Studies in	Mathematics,	English as a Second
the Humanities	Computer	Language
Humanities	Science and	Environmental
Linguistics	Systems Design	Management
Philosophy		Criminal Justice
Architectural		
Design		
Art		
Art History and		
Criticism		
Music		

**MINIMUM RESIDENCE REQUIREMENTS**

The following minimum residence<sup>a</sup> requirements at UT San Antonio are in accordance with requirements established for all institutions in The University of Texas System and are requirements for all bachelor's degrees.

1. A minimum of 30 semester hours of credit in UT San Antonio courses must be completed before a degree can be conferred.
2. Twenty-four of the last thirty semester hours must be completed in residence, with the exception that among the UT System components, a stu-

<sup>7</sup>Physical Activities courses do not apply to this requirement, nor may the General Education Requirements under Group C, education electives, be applied to these requirements by teacher certification students.

<sup>a</sup>"Residence" is defined as credit earned at the UT System component which ultimately grants the degree. Residence credit does not include courses taken by extension or correspondence. Credit earned by examination other than by challenging UT San Antonio courses, does not apply to residence requirements.

dent may, with the approval of the appropriate Dean, transfer additional course work to his/her program at the degree-granting institution.

3. Of the 39 upper-division hours required in all degree programs at UT San Antonio, 18 of these must be earned in UT San Antonio courses.
4. At least six hours of upper-division UT San Antonio course work in the major must be completed. Additional hours in the major sequence may be required under individual UT San Antonio degree plans, as set forth in Section IX of this catalog.

### **TRANSFER OF CREDIT**

Undergraduate transfer of credit policies of The University of Texas at San Antonio are designed to reduce the difficulties often experienced by students seeking to transfer credit from one institution to another. To prevent unnecessary loss of time and credit, prospective transfer students are encouraged to inform themselves as early as possible of UT San Antonio's admission policies (see Section V) and degree requirements in their areas of interest (see Section IX). Students attending community colleges should be guided as well by the Core Curricula designed and adopted by the Coordinating Board, Texas College and University System to simplify the transfer of credit, copies of which are available through most community college counselors. Questions regarding the transferability of courses should be addressed to the UT San Antonio Admissions Office.

The Coordinating Board, Texas College and University System has approved core curricula in the following areas: Arts and Sciences (including Mathematics and Natural Sciences), Business Administration, Engineering, Art, and Criminal Justice. Although the courses taken in these core curricula at various institutions may not be precisely equivalent to courses in the UT San Antonio Undergraduate Catalog, students who have successfully completed these core curricula at other institutions are given full credit toward the appropriate degree at UT San Antonio.

Undergraduate college credits completed at other institutions are evaluated for transfer to UT San Antonio by the Director of Admissions and Registrar on the basis of UT San Antonio equivalency tables and according to the following guidelines:

1. All work transferred must be from a college or university accredited by a regional accrediting association (credits completed at foreign institutions are evaluated on an individual basis).
2. Any academic course from an accredited college or university in which a passing grade has been earned is accepted for transfer credit if it meets all other criteria of this section. Only those hours which apply toward a specific baccalaureate degree program count toward minimum degree requirements.
3. The applicability of particular courses completed at other institutions toward specific course requirements for a baccalaureate degree at UT San Antonio depends upon equivalency of such courses to courses offered by UT San Antonio. Other academic courses are transferred as electives; credit for these courses count toward minimum degree requirements only if they satisfy requirements of the student's degree program. Credit is not given for duplication or repetition of courses.
4. When a course has been repeated for credit, the highest grade earned is used in the acceptance of credit.

5. Credits for courses such as remedial courses, vocational-technical courses,<sup>9</sup> orientation, life experience, high school level courses, or mathematics below the college algebra level are not accepted for transfer credit. No transfer credit is granted for the General Education Development Tests.
6. Credit by examination awarded at another accredited college or university is transferred as though the student had completed the course(s) or general subject area(s) at the other institution and is evaluated the same as any other course(s) at that institution. Such credit is subject to all other provisions of this section.
7. Credit earned through accredited colleges and universities for college level academic courses by extension or correspondence (including USAFI courses) is evaluated and accepted for transfer if equivalent to UT San Antonio courses, if applicable to the student's degree program, and if all other transfer provisions of this section are met. However, the maximum credit accepted through a combination of extension and correspondence courses is 30 hours (18-hour maximum by correspondence, including USAFI). No more than 6 hours of correspondence credit may be applied to the major.
8. Transfer credit for junior college work may not exceed 66 semester hours. Students who have completed more than 66 acceptable semester hours may apply completed, transferable courses to specific course requirements and thereby not have to repeat the courses. The semester hours for those additional courses may not be applied toward the minimum semester hour requirements for a baccalaureate degree.

No upper-division credit may be earned at a junior college. All course requirements at UT San Antonio which are designated as upper-division may be transferred to UT San Antonio only from senior-level institutions.

For credit to be transferred as an upper-division course, the institution where credit was earned must be an accredited senior-level institution and the course must be described in the institution's catalog as being of upper-division level.

If the equivalent of a *required* upper-division UT San Antonio course is completed at an accredited institution as a lower-division course, the course need not be repeated, but another upper-division course, as approved by the student's Advisor, must be completed at UT San Antonio in substitution.

9. Transfer credit for military service training school courses is not granted by UT San Antonio. A student having taken such courses may challenge by examination those UT San Antonio courses which appear equivalent to those already completed. (See the paragraph on UT San Antonio Challenge Examinations in the Credit by Examination section of this catalog.) Credit for ROTC or military science, when awarded by another accredited college or university, will be accepted by UT San Antonio as free elective credit within the limitations of the student's degree program (normally a maximum of 9 semester hours).<sup>10</sup>

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<sup>9</sup>Where vocational-technical courses support an individual's degree program, free-elective credit may be given upon the approvals of the Dean of the College in which the student is majoring and of the Vice President for Academic Affairs. Consideration to such free-elective credit is given only upon the written request of the student.

<sup>10</sup>See Degree Requirements in this section of the catalog and the Army ROTC Program which contains specific information on the maximum number of hours of military science that can be counted as free electives for the various degrees available at UT San Antonio.

10. Credits earned for physical activities courses can be transferred, within the provisions of this section, as free elective credit subject to a maximum of 6 semester hours.
11. Credits earned in partially accredited colleges and universities may be considered for transfer to UT San Antonio on an individual basis and as applicable to the student's degree program.

The University reserves the right to refuse recognition of credit from a non-accredited institution. Any such credit accepted in transfer must be validated by 30 semester hours of course work in residence at UT San Antonio, with a grade-point average of 2.0 or higher in that work.

An official Evaluation of Transfer Credit is supplied to each new student as soon as possible following admission. This evaluation shows the equivalency of courses completed elsewhere to courses at UT San Antonio and their applicability to the student's proposed baccalaureate degree at UT San Antonio.

Students who do not receive transfer credit for specific courses should review the policies for credit by examination.

### **CORRESPONDENCE AND EXTENSION COURSES**

The University of Texas at San Antonio does not offer correspondence or extension courses at this time. For UT San Antonio policies on transfer and credit limitations on such courses, see Transfer of Credit and Minimum Residence Requirements in this section of the catalog.

While enrolled at UT San Antonio, students normally are not permitted to transfer to UT San Antonio credit earned through correspondence or extension courses. Exceptions to this rule must be approved by the student's Advisor and Dean, and such courses can be taken only in the event that the student about to graduate cannot obtain the course in residence.

### **CREDIT BY EXAMINATION**

A student at The University of Texas at San Antonio may normally satisfy general education and specific degree requirements through credit by examination.<sup>11</sup> Except for one type of examination, credit earned by this means is not counted as satisfying minimum residence requirements. The exception noted pertains to credits earned by challenging UT San Antonio undergraduate courses; these credits are counted toward the minimum residence requirements but are not included in the calculation of the student's UT San Antonio grade-point average.

Unsuccessful attempts to earn credit by examination do not become part of the student's official academic record.

A brochure on Credit by Examination at UT San Antonio is available from the Testing Center, Office of the Dean of Students on the various tests which may be accepted for credit at The University. The brochure describes the tests available, when and where they are given, their costs, procedures for having test scores submitted for consideration for credit, the amount of credit that may be earned, and how to obtain additional information on each test.

The symbol "CR" (Credit) is awarded for all credit earned by examination.

### **CREDIT-NO CREDIT GRADING POLICY**

A Credit-No Credit grading option is provided to encourage undergraduate students to expand their knowledge of fields outside their major area of interest.

<sup>11</sup>Credit cannot be earned by examination 1) for courses which are used to fulfill the statutory history and government General Education Requirements in excess of 3 semester hours in history and 3 semester hours in government or political science or 2) for courses in a degree program for which no appropriate examination exists or which consists of materials that cannot be tested by means of examination.

This grading option also allows for more realistic evaluation of students in undergraduate courses which do not lend themselves to traditional forms of grading, such as internships, seminars, recitals, etc.

1. A maximum of four courses may be taken under the Credit-No Credit system.
2. Degree seeking students must have at least 60 credit hours to participate, and must have been at UTSA at least one semester prior to taking a Credit-No Credit course. Special or transient students may take courses on the Credit-No Credit basis upon approval of the instructor, up to a maximum of four courses.
3. Degree-seeking students must have a GPA of 2.5 or higher (on a 4.00 scale) to take a course on a Credit-No Credit basis at the student's option.
4. Students must choose to take the course on a Credit-No Credit basis at registration and may not change that decision after the add period.
5. Each College or Division has the option to designate which courses may never be taken on a Credit-No Credit basis, which must be taken on a Credit-No Credit basis, and which courses the student may elect to take on a Credit-No Credit basis.
6. When a Division has designated a particular course to be taken on a mandatory Credit-No Credit basis, students must get approval of the Division offering the course.
7. Courses taken on a Credit-No Credit basis will appear on the student's transcripts.

### **UT SAN ANTONIO CHALLENGE EXAMINATIONS**

Students enrolled at The University of Texas at San Antonio may "challenge," that is request an examination in, any UT San Antonio undergraduate course for which they have not already received credit. Not all courses, however, consist of materials in which comprehension can be evaluated by means of examination. The option of whether or not to grant the request rests with the instructor of the course.

To challenge a UT San Antonio undergraduate course by examination, the student must enroll in the course and within the first three weeks must request to complete it by examination. A charge of \$15.00 is made for each course challenged by examination. If the student's performance on the examination is at the grade level of "C" or higher, a grade of "CR" is submitted at the end of the term by the instructor on the grade report for the course along with a credit by examination notation.

Unsuccessful attempts to earn credit by examination do not become part of the student's official academic record; the student may, however, elect to drop the course or complete the course on a regular basis following the evaluation of the examination(s) for the course(s) challenged.

Students admitted under the Provisional Admission Program may request to challenge by examination courses in those disciplines to which their enrollment is restricted.

Credits earned by challenging UT San Antonio undergraduate courses by examination apply to degree requirements as though the courses had been completed in the normal manner, except that since a grade of "CR" is awarded, such courses are not included in the UT San Antonio grade-point average. These

credits are also counted toward the minimum residence requirements. Students may challenge the same UT San Antonio course by examination only once.

### **MULTIPLE MAJORS**

A student completing a baccalaureate degree at The University of Texas at San Antonio is not restricted in the number of majors he or she may complete for the degree. However, if a student wishes to pursue more than one major, all requirements for a single degree and major, plus the additional requirements for the other major(s) must be completed. In such cases, only one degree is awarded. It is unlikely that a student fulfilling more than one major can complete all requirements within the same number of semester credit hours required for a single major.

### **ADDITIONAL BACCALAUREATE DEGREES**

A student holding a baccalaureate degree from The University of Texas at San Antonio or from another accredited institution may receive an additional bachelor's degree in a different major from UT San Antonio. Such a student continues to be classified as an undergraduate and must:

1. Complete a minimum of 30 semester hours of credit in UT San Antonio courses (of which at least 12 must be at the upper-division level in the major field) for each baccalaureate degree sought beyond the first.
2. Complete all requirements for the additional major(s), as set forth in this catalog.
3. Complete all requirements for the additional degree(s), including grade-point average requirements, support courses, elective courses, and upper-division courses, as set forth in this catalog.

### **ENROLLMENT IN GRADUATE COURSES FOR UNDERGRADUATE CREDIT**

With approval of the student's advisor, the instructor, the Division Director and the Dean of the College in which the course is offered, and the Vice President for Academic Affairs, an exceptional undergraduate student may enroll in a graduate course and apply the credit earned to his/her undergraduate degree. An approval form is available at the Registrar's Office.

### **ENROLLMENT IN GRADUATE COURSES FOR GRADUATE CREDIT**

An undergraduate student lacking no more than 12 semester hours for graduation may enroll in a graduate course and earn graduate credit under the following conditions:

1. All hours required for the degree must be completed in the term in which he/she is taking the additional course(s) for graduate credit.
2. Permission, on an approved form available at the Registrar's Office, must be obtained from the student's advisor, the Dean of the College in which the course(s) to be taken for credit is (are) offered, and the Vice President for Academic Affairs. The approved form must be filed with the Registrar's Office by the end of the add/drop period of the term in which the registration is being made.
3. In order to earn graduate credit, the student must graduate at the end of that term; otherwise, the course(s) is (are) regarded as undergraduate credit. If graduate credit is earned, the semester hours are not considered part of the baccalaureate degree program.

## **CATALOG OF GRADUATION**

Candidates for a baccalaureate degree may graduate upon the completion of the requirements as stated in the catalog in effect at the time of initial registration at UT San Antonio, provided they register for at least one term every twelve months, or in any subsequent catalog under which they have enrolled, except that no degree is granted on the basis of the requirements listed in a catalog issued more than seven years prior to the date of graduation. In the event certain required courses have been discontinued, substitutions may be authorized or required by the student's academic Dean.

## **APPLICATION FOR THE DEGREE**

All degree candidates must officially apply for the degree at the Registrar's Office no later than the end of the add/drop period of the term (Fall, Spring, or Summer Session) in which they intend to graduate. Undergraduate students should apply for the degree during the term in which their current enrollment yields 90 semester hours of earned credit. Upon application for the degree, an official degree check is prepared and issued to the student by the Office of Admissions and Registrar.

## **GRADUATION WITH HONORS**

Undergraduate students who complete degree requirements for a baccalaureate degree and who have earned an overall grade-point average of 3.50 in all academic college work attempted and have earned a grade-point average of 3.50 in all semester hours attempted at The University of Texas at San Antonio are eligible for graduation Magna Cum Laude. Those who have earned a grade-point average of 3.75 on an overall basis and at UT San Antonio are eligible for graduation Summa Cum Laude.

Candidates who have completed some portion of the requirements for the baccalaureate degree at other collegiate institutions may be graduated with honors when they meet the requirements listed above in addition to completing a minimum of 45 semester hours of credit at The University of Texas at San Antonio, excluding courses challenged by examination or taken on a Credit-No Credit basis in which only the symbol "CR" is recorded.

No degree candidate shall be eligible for graduation with honors if, at the time of graduation, disciplinary action is noted on the candidate's official records in the Registrar's Office.

## **GRADUATION DATES**

Degrees are conferred at the end of each semester and at the end of the summer session. Public commencement ceremonies are held only at the conclusion of the spring semester. Students who wish to participate in commencement ceremonies at the close of the spring semester and who have graduated during the previous summer or fall terms may do so. Information on the procedures to be followed is available in the Registrar's Office.

