Degree Requirements

- **REQUIRED COURSES**
  - Have all **Required Courses** been taken?
    - General Education
    - Major
    - Minor/Concentration (if applicable)
    - Other Requirements (if applicable)

- **UPPER DIVISION HOURS**
  - Has the **Upper Division** Course Requirement been met?
    - Most degrees require 54sch
    - BAAS & MCOM require 45sch

- **TOTAL NUMBER OF HOURS**
  - Has the student completed the **Total Number** of hours?
    - Minimum is 120sch depending on degree

- **RESIDENCY**
  - Has the **Residency Requirement** been met?
    - Residency is 25% of required total of semester hours
    - Residency requirement for 120sch degrees is 30sch

- **GPAs**
  - Does the student have the required **GPAs**?
    - 2.00 in 3 areas: overall, institution, major

Additional Considerations

- **SUBSTITUTIONS**
  - Does the student have **substitutions**?
  - Have the substitutions been processed on his/her DegreeWorks degree audit or paper degree plan?

- **APPLY TO GRADUATE**
  - Has the student **applied** for graduation?

- **CATALOGS**
  - If a student is under a **catalog** from Fall 2010 to present (2010-2011, 2011-2012, 2012-2013), he/she will be in DegreeWorks.
  - If a student is under a 2009-2010 or previous **catalog** year, he/she will have a ‘paper’ degree plan.

- **FINAL SEMESTER – ON CAMPUS**
  - Students may **NOT** enroll off campus the semester they intend to graduate.