

# UNDERGRADUATE SCHOLASTIC REQUIREMENTS

To earn a baccalaureate degree from The University of Texas of the Permian Basin a student must:

1. Complete the total number of semester credit hours established for the chosen degree program. The minimum number is 120 semester credit hours with 48 at the upper level (more than 48 credit hours are required in some programs). The BA in Communication and BAAS requires only 42 upper level credit hours. The "upper level" refers to junior and senior level courses, or 3000 and 4000 numbered courses, respectively. The "lower level" refers to freshman and sophomore level courses, or 1000 and 2000 numbered courses, respectively.
2. A minimum of 25% of the credits (i.e., minimum of 30 sch) used to meet degree requirements must be completed at U. T. Permian Basin of which at least 6 sch of the minimum must be upper level credits in each of the student's major fields (more in most curricula). No credit for course work in excess of 30 hours in courses with prefixes of ACCT, FINA, MNGT and MRKT will count toward a degree except for a Bachelor of Business Administration (BBA) degree awarded by the School of Business.
3. Complete at least 24 semester credit hours in the major (more in most curricula), at least 18 of which must be upper level; at least six credits in the major must be taken at U. T. Permian Basin. Twenty-four of the last 30 semester credit hours earned toward the degree must be in residence.

For a BBA in Accountancy, Finance, Management, or Marketing, at least 50% of semester credit hours in upper level business course work must be taken at U.T. Permian Basin.

4. Have earned all transfer credits at a regionally accredited college or university. Up to 15 semester credit hours of correspondence study normally will be accepted from accredited colleges or universities if appropriate to the curriculum. Only by petition to the Dean and on written approval of such a petition by the Dean may additional credits be considered for evaluation and acceptance. The School of Business accepts no advanced business credit by correspondence or from non-accredited institutions; however, if an accredited college or university has awarded credit for such study, U. T. Permian Basin will accept those credits on the same basis as course work completed at that institution.
5. The student must have a "C" average or better and no "F" grades in any credits required for the degree. Grades of "D" are subject to the following restrictions:
  - a) A course in the student's major will not be counted unless the grade is "C" or higher.
  - b) A course taken at UTPB in which a grade of "D" is assigned will be accepted as a non-major elective or towards general education or minor requirements only if offset with sufficiently many grades of "A" or "B" in respective non-major elective, Gen-Ed, or minor courses to provide a "C" average or better.
  - c) Credit for transfer courses to UTPB, in which the grade is "D," will be accepted for non-major elective credit, but will not be accepted towards General Education requirements, towards a minor, or towards a major.

These guidelines refer only to programs in the College of Arts and Sciences. The Schools of Business and Education may adopt distinct policies. Each discipline within Arts and Sciences may supplement these rules with extra guidelines relevant to their major and minor.

6. Complete the University's General Education Requirements.
7. Complete 6 semester credit hours in American government (including Texas constitution) and 6 credit hours in American history.
8. Complete a minor of at least 18 semester credit hours, 9 of which must be at the upper level, in one field or closely related fields (as in a "multidisciplinary" or "distributed" minor). No courses may be counted simultaneously toward the major and minor. A minor will be granted only if it is offered by U. T. Permian Basin. The following programs do not require completion of a minor:
  - a. Bachelor of Business Administration:
    1. Accountancy
    2. Finance
    3. Management
    4. Marketing
  - b. Bachelor of Arts:
    1. Humanities
    2. Multidisciplinary Studies
    3. Art (the all level teaching certification program only)
  - c. Bachelor of Fine Arts
  - d. Bachelor of Science in Environmental Science
  - e. Bachelor of Science in Industrial Technology
  - f. Bachelor of Social Work
  - g. Second bachelor's degree or concurrent second bachelor's degree
  - h. Double majors
9. Complete college, departmental and school requirements as appropriate.
10. Initiate a degree check with the Registrar's Office during the first 12 class days of the semester of expected graduation. Students are strongly encouraged to submit a preliminary degree check the semester prior to the semester they expect to graduate. Degree check forms are available in the Office of the Registrar.

Appropriate Catalog Students may obtain a degree according to the course requirements of the catalog in effect at the time of admission to the University (so long as the courses required for the degree are still offered by the University) or of the course requirements of a later catalog in effect during the period of enrollment. This option shall be available for a six year period dating from the time of the initial admission of the student to the University.

If a student drops out for two or more semesters and returns to U. T. Permian Basin as a former student, he or she must choose to use the catalog in effect at the time of re-entrance, thereby beginning a new six

year time limit. This regulation applies to degree requirements, but not to operating regulations, procedures, and

A student who transfers to U. T. Permian Basin from a Texas public community college may select to graduate according to the degree requirements of the catalog in effect at the time of admission to the community college or of a catalog in effect during the period of enrollment at the community college or the catalog in effect when the students entered U. T. Permian Basin. If the student drops out of the community college for two or more long semesters, the catalog requirements in effect at the time of readmission to the community college would be the earliest catalog the student could select to follow.

Whichever catalog a student ultimately chooses applies in its entirety to all degree requirements, including those applying to the major, minor, and general education requirements, and total hour and upper level requirements.

### **Textbooks**

Students have available access to purchase required or recommended textbooks through our University-affiliated bookstore. A student of this institution is not under any obligation to purchase a text-book from a university affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Textbook information is provided by the University bookstore. Students are supplied with retail prices and ISBN (International Standard Book Number).for books they wish to purchase. If student would like more information about books and other supplies please visit our bookstore website at [www.utpb.edu](http://www.utpb.edu) click bookstore link.