



EAST TENNESSEE STATE
UNIVERSITY

Undergraduate Degree and Graduation Requirements

Policy Name: Undergraduate Degree Requirements

Policy Purpose

This policy specifies the requirements an ETSU undergraduate student must meet to be eligible for graduation and degree conferral.

Applicability

This policy applies to all undergraduate students seeking a degree from ETSU.

Responsible Official, Office, and Interpretation

The Registrar is responsible for the review and revision of this policy. For questions about this policy, please contact the Office of the Registrar. The Provost, in consultation with the Office of University Counsel, has the final authority to interpret this policy.

Defined Terms

A defined term has a specific meaning within the context of this policy.

Catalog

The university's official record of academic programs, courses, degree and graduation requirements, and academic policies.

Catalog of Record

The specific edition of the Catalog assigned at the time of the student's first enrollment (or as otherwise approved through an authorized change) that governs a student's academic programs, courses, degree and graduation requirements, and academic policies. For example, a student who starts the university in Fall 2028 will have the academic year 2028-2029 as their Catalog of Record.

Double Concentration

The simultaneous completion of two concentrations leading to the same major designation.

Policy Effective Date: **Insert** • Policy Revised: **Insert**
Procedures Effective Date: **Insert** • Procedures Revised: **Insert**

Policy Name: Undergraduate Degree Requirements

Double Degree

The simultaneous completion of two or more majors leading to different degree designations (e.g., B.A., B.S., B.B.A.)

Double Major

The simultaneous completion of two or more majors leading to the same degree designation (e.g., completion of a B.S. degree with majors in History and Political Science).

ETSU GPA

A grade point average calculated using final grades in all coursework taken at East Tennessee State University, excluding remedial or developmental courses.

General Education

A core set of broad-based courses designed to strengthen foundational skills and enhance students' abilities to think critically, communicate effectively, cultivate artistic awareness, collaborate and build community, understand social and natural worlds, and grow as responsible and productive citizens. The General Education curriculum at ETSU is called "Compass Core."

Minor

A secondary area of study outside of the major program of study with a structured curriculum of at least fifteen (15) credits, of which six (6) credits must be at the 3000-level or above.

Overall GPA

A grade point average that includes final grades in all institutional and articulated coursework transferred into ETSU prior to Summer 2015, excluding remedial or developmental re-college level courses.

Second Degree

The student has already earned a baccalaureate degree from ETSU or another institution and is working to earn a second baccalaureate degree.

Policy Effective Date: **Insert** • **Policy Revised:** **Insert**
Procedures Effective Date: **Insert** • **Procedures Revised:** **Insert**

Policy Name: Undergraduate Degree Requirements

Policy

To be eligible for graduation and degree conferral, an undergraduate student must complete: (1) specific course requirements; (2) degree requirements for earning a baccalaureate degree from ETSU found in the undergraduate student's Catalog of Record; (3) the requirements in this policy..

1. Grade Point Average (GPA) Requirement.

To be eligible for graduation and degree conferral, an undergraduate student's Overall GPA and ETSU GPA must be 2.0 or higher calculated using the [Undergraduate Grading Policy](#). In addition, an undergraduate student's GPA in all major and minor (if applicable) coursework must be a 2.0 or higher. Some majors may have higher program, Overall, and/or ETSU GPA requirements as indicated in the Catalog of record. No exception will be granted to the minimum GPA requirements required for graduation.

2. Credit Requirements for Focused Baccalaureate Degree.

Consistent with Tennessee Higher Education Commission action, 90 credits must be earned for the conferral of a Focused Baccalaureate Degree. The program of study for Focused Baccalaureate Degrees will be found in the Catalog of Record. No exception will be granted to the minimum program requirement for degree conferral.

3. Credit Requirements for Baccalaureate Degree.

A minimum of 120 credits must be earned for the conferral of a baccalaureate degree; however, certain baccalaureate programs may require additional credits beyond the minimum. The number of credits required for each baccalaureate degree is found in the Catalog of Record. No exception will be granted to the minimum program credit requirement for degree conferral.

Of the credits required to graduate:

- 3.1. 50 of the 120 credits for the degree must be earned at four-year colleges or universities;
- 3.2. 25% of the total credits required for the degree must be earned at ETSU; and
- 3.3. Six (6) credits in the major must be earned at ETSU.

Credits earned in remedial or developmental courses will not be accepted toward ETSU baccalaureate degree requirements.

Policy Effective Date: **Insert** • Policy Revised: **Insert**
Procedures Effective Date: **Insert** • Procedures Revised: **Insert**

Policy Name: Undergraduate Degree Requirements

4. General Education Requirements.

To complete a baccalaureate degree, a student must complete all the subject areas and credits required by General Education/Compass Core as stated in the student's Catalog of Record.

Transfer and Second Degree students should refer to ETSU's [General Education Policy](#) to learn more about how the General Education requirement applies to them.

5. American History Requirement.

Tennessee Law (TCA 49-7-110) requires students to submit proof of one-unit of American History completed in high school or earn six (6) credits of American history at a college or university prior to the awarding of a bachelor's degree from any Tennessee public institution of higher education.

6. World Languages Requirement for Bachelor of Arts.

Students must complete at least one world language course with a number of 2020 or higher with a grade of at least a C- for the Bachelor of Arts degree. Prerequisites could include courses numbered 1010, 1020, and/or 2010 to prepare for success in 2020.

7. Double Major Requirements.

Students who choose to pursue a Double Major must meet the total requirements of each major as indicated in the Catalog of Record. A Minor is not required.

8. Double Degree Requirements.

Students who choose to pursue a Double Degree must meet the total requirements of each degree. A Minor is not required.

9. Double Concentration Requirements.

Students who choose to pursue a Double Concentration must meet the total requirements for each concentration. A Minor is not required.

10. Second Degree Requirements.

Students who choose to pursue a Second Degree must:

- 10.1. Meet the requirements for the Second Degree program of study as listed in the Catalog of Record and developed by the appropriate academic department or college;

Policy Effective Date: **Insert** • Policy Revised: **Insert**
Procedures Effective Date: **Insert** • Procedures Revised: **Insert**

Policy Name: Undergraduate Degree Requirements

- 10.2. Complete a minimum of 30 new credits of post-baccalaureate coursework (i.e., credits that were not earned in a prior baccalaureate degree) through instruction at ETSU in the related area of study; and
- 10.3. Meet the American History requirement (Section 4).

Regardless of where the first degree was earned, students pursuing a Second Degree do not have to meet the General Education requirements to earn the Second Degree since those were satisfied with the first degree. Refer to [General Education Policy](#). A Minor is not required to earn a Second Degree.

11. Undergraduate Certificate Requirements.

Students who choose to complete an undergraduate certificate must meet the requirements of the certificate and maintain a minimum Overall GPA of 2.0.

12. Incomplete Grades.

Degrees and/or certificates will not be conferred until all incomplete grades are resolved. Once an incomplete grade is changed to a letter grade, the GPA will be calculated and any outstanding requirements for graduation will be evaluated.. The [Undergraduate Incomplete Grade Policy](#) also applies. Graduate Level Credits Applied to Undergraduate Degree Program.

Undergraduate students may be eligible to take graduate courses but cannot use graduate level credits to satisfy undergraduate degree requirements unless the student is admitted into an accelerated bachelors to masters program through the Graduate School. Refer to the [Graduate School Enrollment Policy](#) and the [Graduate School Accelerated to Bachelor's to Master's Program Policy](#).

13. Graduation Requirements.

In addition to the program of study requirements, each undergraduate student must complete the following to graduate any required exit and/or major field exams, as applicable.

14. Program of Study and Degree Audit.

All courses for the program of study, as well as most of the program requirements, are listed in DegreeWorks. To be cleared for graduation, the student's degree audit must be fully complete.

Policy Name: Undergraduate Degree Requirements

15. Apply to Graduate.

Each student must complete an “Apply to Graduate” form. Students who are completing a certificate must also complete an “Apply to Graduate” form.

Policy Name: Undergraduate Degree Requirements

Procedures

N/A

Applicable Forms and Websites

N/A

Authority and Revisions

Authority: insert

Previous Policy: N/A

The ETSU Board of Trustees is charged with policy making pursuant to TCA § 49-8-203, et seq. On March 24, 2017, the Board delegated its authority to ETSU's President to establish certain policies and procedures for educational program and other operations of the University, including this policy. The delegation of authority and required process for revision to this policy can be found on the [Policy Development and Rule Making Policy webpage](#).

To suggest a revision to this policy, please contact the responsible official indicated in this policy. Before a substantive change to the policy section may take effect, the requested changes must be: (1) approved by the responsible office; (2) reviewed by the Office of University Counsel for legal sufficiency; (3) posted for public comment; (4) approved by either Academic Council or University Council; and (5) approved by ETSU's President.

Policy Effective Date: Insert • **Policy Revised:** Insert
Procedures Effective Date: Insert • **Procedures Revised:** Insert