

# GRADUATION AND DEGREE/ CERTIFICATE REQUIREMENTS

## University Policies: Graduation and Degree/Certificate Requirements

The conferring of degrees by the University of Louisville is conditional upon completion of all requirements in the opinion of the unit faculty and dean, regardless of the students' participation in commencement.

Students are strongly urged to run preliminary degree audits on a regular basis so that possible deficiencies in degree requirements can be identified early.

### Bachelor's Degree Requirements

The baccalaureate degree (arts, business administration, fine arts, music, science, or social work) is the undergraduate degree offered by the university. It is awarded to students who have completed both university-wide requirements and the requirements of the selected degree program. The following university-wide requirements apply to all baccalaureate degrees. The student must:

- Complete an online degree application by the specified date at the beginning of the semester of graduation.
- Complete an application for and be accepted for admission into a major program.
- Satisfy all Cardinal Core requirements.
- Complete all required courses and program requirements listed in the degree program section of this catalog.
- Have a cumulative university GPA of at least 2.00, or higher if specified by the program.
- Have a cumulative program GPA of at least 2.00, or higher if specified by the program.
- Complete a minimum of 120 hours applicable to the program, or more if required by the program.
- Complete at least 60 hours at an accredited four-year institution.
- Complete at least 25% of the total credit hours required for the degree in residence at the University of Louisville.
- Complete 30 of the last 36 hours in residence at the University of Louisville.
- Have neither missing nor outstanding I or X grades.
- Satisfy any additional requirements specified by the major program and unit.
- Be discharged of all financial obligations to the University.
- Be formally recommended for the baccalaureate degree by the unit faculty and dean and approved by the Board of Trustees.

### Undergraduate Program GPA

Undergraduate students must meet a minimum university cumulative GPA requirement and a minimum Program GPA requirement to qualify for graduation. The Program GPA is determined by calculating the grades from all 200+ level courses taken within the course index of the degree program (e.g. all 200+ level CHEM courses are used to calculate the Program GPA for BA/BS in Chemistry students). For cases in which a program has fewer than 30 credit hours of 200+ level courses within the program index (e.g. interdisciplinary degrees, general studies degree, individualized studies degree), the Program GPA will be calculated using the grades from all 300+ level courses taken. Students who entered the

university before summer 2025 will have their Program GPA calculated using the method outlined above. In cases where a student's Program GPA is below the unit minimum, the Program GPA will be calculated using the method in place before summer 2025 and the student will be allowed to graduate if Program GPA under the prior method of calculation is above unit's minimum threshold.

### University Cumulative GPA

Undergraduate students must meet a minimum university cumulative GPA requirement and a minimum Program GPA requirement to qualify for graduation. The university's undergraduate cumulative grade point average, or university's undergraduate grade point average (UGPA), is determined by dividing the total number of quality points earned by the total number of semester hours attempted with earned grades. The UGPA takes into account all undergraduate course work taken at the university, except that courses numbered below the 100 level will not be used in the earned hours or UGPA calculations. Grades and quality points earned at other institutions are also not incorporated into the UGPA.

### Second Baccalaureates

To be awarded a second bachelor's degree type, students must earn a minimum of thirty additional semester hours in the program. For students pursuing two degree types simultaneously, these thirty hours will be added to the minimum total of semester hours needed for the degree requiring the least number of hours.

### Undergraduate Certificate Requirements

The undergraduate certificate is a credential offered by the university below the baccalaureate degree. It is awarded to students who have completed the requirements of the selected certificate program. The following university-wide requirements apply to all undergraduate certificates. The student must:

- Complete an application for and be accepted for admission into a certificate program.
- Complete all required courses and program requirements listed in the certificate requirements section of this catalog.
- Have a cumulative *university* GPA of at least 2.00 or higher if specified by the program.
- Have a cumulative *program* GPA of at least 2.00 or higher if specified by the program.
- Complete the minimum credit hours applicable to the certificate program as specified in this catalog with no more than 30% of the total required credit hours being shared with another certificate program. The limit on shared credits between certificates is rounded to the next highest whole credit hour.
- Complete at least 50% of the total credit hours required for the certificate in residence at the University of Louisville, including the completion of the culminating experience (e.g., exit exam, thesis, capstone project, capstone course, etc.).
- Have neither missing nor outstanding I or X grades.
- Satisfy any additional requirements specified by the certificate program and unit.
- Be discharged of all financial obligations to the University.
- Complete a certificate application by the specified date at the beginning of the semester of graduation.
- Be formally recommended for the certificate by the unit faculty and dean and approved by the Board of Trustees.

## Minors

Students who want to take a minor must apply for admission to the minor program after acceptance into a major program. The course work requirements for a minor are prescribed by a department or unit and consist of at least 18 semester hours. Most minor programs are open to students from all units.

Satisfactory completion of course work required for a minor will be certified as completion of the minor, and will be shown on the student's transcript only if the student's application has been accepted by the department or program offering the minor.

## Unit-Specific Policies

In addition to the university-wide policies regarding Graduation and Degree Requirements, students may be subject to the unit-specific requirements listed below.

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### College of Arts and Sciences

#### Minimum Hours

Each student must earn a minimum of 121 semester hours of credit (unless a higher minimum is specified in a program of study). At least 50 of the total semester hours, whether required or elective, must be earned in courses numbered 300 or higher. A student who earns duplicate credit for courses will be required to complete more hours.

#### Departmental Learning Outcomes Assessment

Completion of a baccalaureate degree also requires students to submit work to the department of the major for the department's learning outcomes measurement. Details about the specific requirements and deadlines of an individual department are available in the department office. Students are advised to make themselves aware of these requirements as early as possible in their academic careers.

#### Requirements for Minors

The course work requirements for a minor consist of 18-23 semester hours. Students may elect a major and a minor in the same department only if there is more than one degree program in that department and if the major and minor are in two different programs of the department. Students are cautioned that completion of the major, which is required for all degrees, and completion of the minor, which is optional, may require the student to complete more than the 121 semester hours minimum required for a baccalaureate degree. Courses required for the minor may be used to fulfill other degree requirements.

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### College of Business

#### Minimum Hours

Each student must earn a minimum of 120 semester hours of credit.

Required hours exclude non-academic credits (all remedial course work including Reading, English, and Math courses numbered 100 or below). Students pursuing a second bachelor's degree must be admitted to the College of Business in degree status, must earn a minimum of 30 hours beyond their last degree and fulfill all program and GPA requirements of the second degree.

GPA

- 2.0 cumulative grade point average
- 2.0 expanded grade point average in the major. All courses taken to fulfill the required courses in the major will be used for the major GPA calculation, including transfer courses.

#### Upper-Level Hours

At least 48 of the total semester hours, whether required or elective, must be earned in courses numbered 300 or higher. Note that the number of the course, not the student's classification, determines whether or not a course is senior-level.

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### Kent School of Social Work

Kent students participating in commencement will receive a generic letter stating that they have met the requirements of the BSW degree. This letter is an official letter that can be given to employers, for possible employment benefits. Students not attending commencement will NOT receive such a letter. Official degrees take up to six weeks to show on student transcripts. No personal letters for licensure or employment purposes can be given to students. These letters can also not be given before commencement due to specific university restrictions. Students should plan licensure exams or employment dates to accommodate this six-week delay after commencement to get an official transcript showing a degree.

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### School of Music

#### Minimum Hours and Point Standing

To be recommended for a degree or minor in Music, the student must have completed the prescribed number of hours in the courses taken and must have a 2.5 grade point average.

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### School of Nursing

In addition to all university policies, the following are the requirements for graduation for the pre-licensure BSN program;

- Completion of all BSN program requirements
- "C" or better in all required nursing courses

A candidate for the Bachelor of Science in Nursing in the RN-BSN program must have satisfactory completion of the required BSN courses and earned a minimum university and program grade point average of 2.0. A minimum letter grade of "C" is required in all nursing courses (NURS).

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### J.B. Speed School of Engineering

#### Graduation and Degree Requirements

Degree requirements for all BS degrees granted by the J.B. Speed School of Engineering will be based upon the course requirements that are in effect at the time of admission to the School of Engineering. If an applicant has been admitted several times, the degree requirements in effect at the most recent time of admission will apply.

The following graduation and degree requirements apply to all BS engineering degrees. The student must:

- Have credit for each of the three cooperative education work terms
- Have a cumulative university GPA of at least 2.25 and have a cumulative program GPA of at least 2.25

**Second Bachelor's Degree**

In addition to the requirements set by the university, satisfaction of the requirements for co-op must have approval of both departments.