PREPARATION FOR GRADUATION

Semester Hours and Quality Point Requirements for Graduation
1. A minimum of 124 credit hours of college credit must be completed for an undergraduate degree.
2. A student must earn a quality point average or GPA of at least 2.00 for all college courses attempted.
3. A student must have grades of “C” or better in all courses offered to fulfill the major requirements.

Residence Requirement
A candidate for graduation must earn, in residence, the last thirty (30) semester hours that are offered for the degree. Some instructional units have additional residency requirements.
A transfer student from another institution must (1) spend at least two semesters in full-time residence work; (2) secure credit in residence for at least 12 semester hours of upper division courses in his or her major and six hours of upper division courses in his or her minor or 18 semester credit hours at the junior/senior level for a composite major.

Graduating Under a Given Bulletin
A student may expect to earn a degree in accordance with the requirements of the curriculum outlined in the bulletin in force when he or she first entered the University, provided the courses are being offered. He/she must complete these requirements within six years. In addition, he/she may graduate under any subsequent bulletin published while he/she is a student. If a student elects to meet the requirements of a bulletin other than the one in force at the time of his or her initial enrollment, he/she must meet all requirements of the bulletin he/she selects. The University reserves the right to impose changes in academic requirements upon any student in residence.

Application for Graduation
Students expecting to graduate must file an application for graduation. The application should be filed the semester preceding the semester in which he/she intends to graduate. The student should be within 30 hours of completion of the required hours for graduation. The deadline for filing graduation applications is printed each semester in the schedule of courses. Prior to applying for graduation, the student should review his/her academic records with an academic advisor to determine whether or not he/she is eligible to apply for graduation. A degree audit, available online through the student's web account, matches completed coursework against listed degree requirements and provides an objective overview of graduation readiness. An application with instructions for completion can be obtained from the Office of the University Registrar or the office of the faculty chair in the major department in which the student is enrolled.

Students should keep their graduation filing fee receipts. These receipts must be presented at the time caps and gowns are purchased at the University Bookstore.

Financial Clearance
Students who are indebted to the University will not be allowed to participate in commencement exercises. Such obligations include traffic and parking fines, library fines, housing fees, and any miscellaneous fees. Students who are not sure about the status of their indebtedness should check with the Bursar prior to final examinations. If there is a dispute concerning payment of a bill, receipts should be presented to verify payment.

Graduation with Honors
1. Special honors in three grades are awarded in recognition of superior scholarship in the work leading to the bachelor's degree. These honors are awarded at commencement and are shown on the diplomas of the recipients.
2. To be eligible for graduation honors, a student must have completed (exclusive of correspondence and extension work) at least 60 semester hours in the upper division of the University. The quality point average which shall be used for awarding graduation honors shall be the smaller of the following two quality point averages:
   a. The quality point average for all work taken in all colleges attended.
   b. The quality point average for all work taken at Texas Southern University.
3. The three grades of honors and the quality point averages for each are as follows:
   a. Summa Cum Laude is awarded to the candidate for graduation whose quality point average is 3.75 or above.
   b. Magna Cum Laude is awarded to the candidate for graduation whose quality point average is between 3.50 and 3.74 inclusive.
   c. Cum Laude is awarded to the candidate for graduation whose quality point average is between 3.25 and 3.49 inclusive.
Commencement
Commencement exercises are held each year in May, August and December for students who qualify for graduation from Texas Southern University. All such students are expected to participate in one of these three exercises, as appropriate.

Commencement is a solemn and special occasion in the lives of students, and they are expected to behave in a manner commensurate with the magnitude of the occasion. While attending commencement exercises, students and their guests are expected to maintain decorum that is reasonable and befitting of a public event of special significance. Because commencement exercises are formal events, graduates are expected to abide by the University's policy on appropriate attire that is announced in advance of the ceremonies.

Second Baccalaureate Degree
A student who has received a bachelor's degree from Texas Southern University or another accredited college or university may enroll in a program leading to a second degree at the same level provided (1) the major field is different from that of the first degree and (2) the appropriate application for admission or re-admission is filed and approved. No honors are awarded for a second baccalaureate degree. Students seeking a second baccalaureate degree after receiving the first degree must (1) complete a minimum of thirty (30) semester hours beyond those applied to the first or previous degree, excluding transfer credits or substitutions and complying with requirements; (2) be in residence for a minimum of two (2) semesters as a full-time student if the first or previous degree was not earned at Texas Southern University; and (3) achieve a cumulative minimum grade point average of 2.00 for all hours attempted for the degree.

TUITION REBATE PROGRAM FOR UNDERGRADUATES

In accord with Section 54.0065 of the Texas Education Code, as authorized by Texas Senate Bill 1907, Texas Southern University provides tuition rebates of $1,000.00 each to undergraduates who complete baccalaureate degrees with no more than three semester credit hours attempted in excess of the minimum required for the major specified in the university bulletin under which they graduated. Specifically, students qualifying for rebates must meet the following conditions as set forth in the Texas Education Code:

1. They must have enrolled for the first time in the fall of 1997 or later,
2. They must have received a baccalaureate degree from Texas Southern University,
3. They must have been a resident of Texas and entitled to pay resident tuition at all times while pursuing the degree, and
4. They must have attempted no more than three hours in excess of the minimum number of semester credit hours required to complete the degree under which they were graduated. Hours attempted include transfer credits, course credit earned exclusively by examination, courses that are dropped after the official census date, for-credit developmental courses, optional internship and cooperative education courses, and repeated courses. Courses dropped for reasons that are determined by the University to be totally beyond the control of the student shall not be counted.

Students meeting the criteria referenced above who wish to take advantage of this program should contact the Office of the University Registrar directly for specific instructions and procedures related to requesting consideration for the $1,000.00 tuition rebates.

RIGHT TO PRIVACY

The Family Educational Rights and Privacy Act of 1974 is a federal law designed to protect the privacy of a student's educational records. In compliance with this act, the University may release information to the general public that may be thought of as “directory information” without the written consent of the student. However, students may request that this information be withheld from the public by giving written notice to the Office of the University Registrar. “Directory information” includes the following: (1) name, (2) address, (3) telephone number, (4) date and place of birth, (5) weight and height of members of the athletic teams, (6) participation in officially recognized activities and sports, (7) dates of attendance, (8) educational institution most recently attended, and (9) other information (such as major field of study, degrees earned, and awards received).

Students desiring to have “directory information,” as specified above, withheld from the public should give written notice of this desire to the Office of the University Registrar during the first twelve(12) days of class during a regular semester (fall or spring) or the first four(4) days of class during a summer term. These written notices must be given in person. No transcript or other academic or disciplinary record related to an individual student will be released without the written consent of the student for such a release, except as specified by law.