

42-hour General Education Transfer Block

In accordance with the transfer policy of the Missouri Coordinating Board of Higher Education, Missouri State has identified the following 42-hour block of general education classes. Upon completion of this block, a notation will be entered on the student's transcript. If the student then transfers to another participating school in the state, the receiving institution should accept the Missouri State 42-hour block as equivalent to their own 42-hour general education block. In a similar manner, if a student transfers to Missouri State with certification of a completed 42-hour general education block from another participating institution, the student will not be required to take any of the following classes at Missouri State unless they are needed to fulfill a requirement of the student's major, minor or degree.

Basic Required Courses:

Computers for Learning: CIS/CSC 101 or CSC 111 (2-3 hours)
Public Speaking: COM 115 (3 hours)
Writing I: ENG 110 (3 hours)
Writing II (3 hours)
Mathematics: a MTH course numbered 130 or higher (3-5 hours)
Health and Well-Being: PED 100 (2 hours)

Areas of Inquiry:

Natural World (8-10 hours)
Culture and Society/Humanities Perspective (3 hours)
Culture and Society/Social Sciences Perspective (3 hours)
Self-Understanding/Social/Behavioral Perspective (3 hours)
Self-Understanding/Humanities Perspective (3 hours)
Self-Understanding/Creativity and Vision Perspective (3 hours)

American Studies:

American Democracy and Citizenship (3 hours)
Incoming students will be required to complete the remaining general education requirements of HST 121 or HST 122, (or transfer equivalents).

General Baccalaureate Degree Policies and Requirements

General Degree Policies

Majors and Options

A major is an academic program of study. A major may be divided into options or emphasis areas that consist of a core area of study plus selected topical courses related to the specified option. The diploma will list the major and not the option. For example, a student majoring in Marketing with an option in Advertising and Promotion will have Marketing listed on the diploma. Both the major and the option title will be listed on the student transcript.

Multiple Degrees and/or Multiple Majors

Students may pursue multiple majors and/or degrees at the same time. The first major will determine the students' department and dean for various administrative purposes.

Definition of multiple degrees: A student who completes all requirements for two or more different degrees (e.g., Bachelor of Arts and Bachelor of Science) in the same semester will be awarded multiple degrees and will receive multiple diplomas. Students who complete multiple degrees will not be required to complete any minors.

Definition of multiple majors: A student who completes all requirements for two or more majors under the same degree in the same semester will be awarded one degree and will receive one diploma. If one or both of the majors is non-comprehensive and requires a minor, the other major will fulfill this requirement.

Multiple Use of Courses

Courses may be counted toward meeting the requirements in more than one area (major and minor, two majors, major and general education requirements, etc.) unless specifically prohibited by the academic departments and so stated in the catalog.

Courses completed for graduate credit cannot be applied toward an undergraduate degree program, nor can courses taken for undergraduate credit be applied toward a graduate degree program.

Subsequent Undergraduate Degree

Definition of subsequent undergraduate degree: A student who returns or transfers to the University to obtain a subsequent undergraduate degree after being awarded the first degree.

General Education Requirements. Students whose first baccalaureate degree was from Missouri State or another regionally accredited college or university will be considered to have met all General Education requirements.

Major/Minors Requirements. Such students must satisfy all requirements for a major that is in a different field of study from the major in the first degree. If the major in the second degree requires a minor, that minor may not be in the same field of study as the major or minor in the first degree.

Specific Degree Requirements and General Baccalaureate Degree Requirements. Such students must satisfy all specific degree requirements and all general baccalaureate degree requirements.

Teacher Certification

A Bachelor of Science in Education degree may be granted without a recommendation for a teaching certificate if the graduate does not present evidence of good moral character as determined by the Professional Education Committee.

Time Limit

Credit for courses completed in the major more than eight years before the student's date of graduation may be disallowed by the major department.

Bachelors Degree Requirements

Catalog of Graduation

Students who are in programs of study that have admission requirements must satisfy the Major and minor requirements, General Education, General Baccalaureate Degree Requirements, Scholastic Honors requirements, and other specific degree requirements in effect upon being admitted to that program. Students pursuing all other programs of study shall satisfy the Major and minor requirements, General Education, General Baccalaureate Degree Requirements, Scholastic Honors requirements, and other specific degree requirements in effect upon first enrollment as a degree seeking student at Missouri State. Candidates for the Bachelor of Science in Education degree must meet all Missouri state teacher certification requirements in effect at the time the certificate is granted.

If a student re-enrolls after an absence of one calendar year or more from Missouri State, requirements in effect at the time of readmission as a degree seeking student must be satisfied.

Any undergraduate student who re-enrolls at Missouri State within one year of being released from military assignment shall be allowed to continue under the same "catalog of graduation." Any undergraduate student who had been admitted to a degree program or any graduate student with an approved program of study prior to mobilization and who re-enrolls within one year of being released from military assignment shall not be subject to any additional degree requirements enacted in the interim.

Transfer students from Missouri public colleges and universities may follow the general education and general baccalaureate degree requirements in effect at Missouri State when they first enrolled (or re-enrolled after an absence of one calendar year or more) as degree seeking students at the institutions from which they transferred. The general education catalog year for these students will be established at the point of admission on the basis of this policy. Students who elect instead to follow the general education and general baccalaureate degree requirements in effect during their first semester may do so by notifying the Degree Check Office.

Constitution Study Requirement

No student may graduate without complying with the state law known as Senate Bill No. 4, 1947 (Mo. Rev. St. Sec. 170.011), which provides that students must be "given regular courses of instruction in the Constitution of the United States and of the State of Missouri, and in American history including the study of American institutions."

Students may meet this requirement by completing the American Studies requirements under general education. Transfer students who have had a course in American government (PLS 101) that did not include a study of the Missouri constitution must enroll in PLS 103.

Credits and Grade Point Average Requirements

All candidates for any baccalaureate degree must meet the following minimum credits and grade point average requirements:

- A. Completed a total of at least 125 semester hours of credit.
- B. Completed 40 hours of upper division credit (courses numbered 300 and above.)
- C. Attained at least a 2.00 GPA on all courses attempted at Missouri State.
- D. Attained at least a 2.00 GPA on all college courses attempted both at Missouri State and in transfer.
- E. Attained at least a 2.00 GPA on all Missouri State and transfer courses used to meet the General Education requirements.
- F. Attained at least a 2.00 GPA on all courses attempted at Missouri State that are required in the major and all other courses bearing the prefix of the major*.
- G. Attained at least a 2.00 GPA on all courses attempted at Missouri State that are required in the minor and all other courses bearing the prefix of the minor*.

*Excluding those courses which are designated by the departments as not counting toward the major and/or minor.

Candidates for the Bachelor of Science in Education degree are also required to meet the following additional grade point average requirements. All GPA requirements include both Missouri State and transfer grades.

- A. Attain at least a 2.50 GPA on all courses attempted at all colleges attended.
- B. Attain at least a 2.50 GPA in the certificate subject area (major field of study).
- C. Attain at least a 2.50 GPA in any additional certificate subject area.

- D. Attain at least a 2.50 GPA in the professional education courses.
- E. Have no grade lower than a "C" in all professional education courses

Note: Many majors and minors require GPA's higher than the above stated minimums for admission, graduation, or both. Such requirements are listed as a part of the major or minor requirements.

General Education Assessment Exam Requirement

All students admitted into a degree program during the fall 1993 semester and beyond shall complete a nationally normed test designed to assess general education and educational preparedness. The general education assessment exam may be taken during the student's senior year (96 hours completed) or junior year if the student will not be attending classes on the Springfield campus before graduation, and must be taken prior to graduation. Information regarding this assessment exam may be obtained from the Center for Assessment or from our web site at www.missouristate.edu (keyword=assessment and exit exam).

Residence Requirements

A candidate for a degree who transfers credit from another college must meet the following residence requirements:

- A. Complete a minimum of at least 30 hours of courses administered by the Springfield Campus.
- B. Complete at least 12 hours of upper division credit in the major in courses administered by the Springfield Campus.
- C. Complete at least 6 hours of upper or lower division credit in the minor in courses administered by the Springfield Campus.
- D. Complete at least 20 out of the last 30 hours in courses administered by the Springfield Campus. Students who have completed at least 90 hours in courses administered by the Springfield Campus, may petition the department head of their major to take less than 20 out of the last 30 hours on the Springfield Campus. If this petition is granted, written approval from the department head must be forwarded to the Office of the Registrar prior to the semester of graduation.

Exceptions to 20 out of the last 30 hours requirement are made for the following: a) Medical Technology majors when the last year is completed at an approved school of Medical Technology, b) Radiography majors when the last two years are completed at an approved school of Radiologic Technology, c) Animal Science major. when the last two years are completed at the University of Missouri School of Veterinary Medicine, d) students who participate in a Missouri State study away or exchange program approved by the Office of International Programs, and e) students in the West Plains Campus completion degree programs.

Appeals for Exceptions

Students who wish to appeal for exceptions to the general baccalaureate degree requirements as stated above should submit an appeal to the Office of the Provost, Carrington Hall 209. Such appeals will be considered by the Degrees Committee. Appeals for exceptions to major or minor requirements should be made to the department head of the major or minor. Appeals for exceptions to the General Education Program requirements should be made to the Associate Provost for Undergraduate Education, Carrington Hall 209. Students who are unsatisfied with the Associate Provost's decision may appeal to the Office of the Provost. Such appeals will be considered by the Degrees Committee.