

Description - Describes department, includes listing of people (i.e. faculty, chair and adviser), introduces discipline, and may include scholarship info and verbal introduction to requirements

Admission Requirements - see various levels below

College Admission - requirements specific to the Department's College

Major Department Admission - additional department admission requirements - i.e. required h.s. level coursework or pre-requisites that must be met prior to starting coursework in the major

Admission GPA - department specific GPA requirements which need to be met prior to starting coursework in the major

Admission Deficiencies - list College and if appropriate department specific standards for students to remove admission deficiencies

Other Admission Requirements - any other requirements not already noted, associated with taking coursework in the major

Major

Core Requirements - list courses identified as 'core' courses for the major - note departments with various options, tracks or major electives are likely to note all courses required of all students in the major

Specific Major Requirements - list courses not defined as Core and note required as part of an emphasis/track/option (note departments that don't have an identified core, or offer a variety of options/tracks are encouraged to list all major requirements under this heading)

Tracks/Options/Concentrations/Emphases Requirements - list courses and requirements associated with already identified track/option/concentration/emphasis areas

Minor Requirement - list any requirements the department has regarding student completion of a minor outside of their home department

Electives - departments/colleges which wish to include the number of elective hours a student will have, should list them here

Additional Major Requirements - see subheadings, generally refers to non course requirements

Prerequisite requirements/rules - does the department require certain pre-requisites from within the department or outside the department before a student can complete certain courses or advance to upper levels?

Grade Rules - restrictions/limitations on using C- and D grades and/or on Pass/No Pass options, and/or cumulative GPA's that must be maintained to continue and/or advance in the program

Course Level requirement - may include department rules regarding hours required at certain levels, and/or any restrictions or requirements the department has regarding student level (i.e. sophomore/junior) and ability to enroll in courses

Extended Education, Independent Study Rules, Internship Credit Rules - list any department level rules or policies guiding the use/application of courses from extended education, independent study/readings and/or internships

College Degree Requirements - see subheadings, should include all requirements that are universal for all students, regardless of major, in a particular college

College General Education Requirements - universal course requirements that extend beyond ACE and/or preferred ACE courses which all students in a college must complete (i.e. a foreign language requirement in some colleges)

Minimum Hours Required for Graduation - include total hours for a degree

Grade Rules - see subheadings below - college rules related to minimum grades

C- and D grades - any restrictions/limitations to the application of c- or d grades

Pass/No Pass limits - list any restrictions or limitations the college places on taking courses Pass/No Pass

GPA Requirements - list any college level GPA standards which must be maintained beyond the University Academic Standards

Transfer Credit Rules - list all rules regarding acceptance of transfer credit, including limitations and evaluation processes

Course Level Requirements (i.e. Hour requirement 300+) -

Residency - note all policies, rules, and restrictions regarding college level residency requirements

Extended Education, Independent Study, Internship - list all college level rules or policies guiding the use/application of courses from extended education, independent study/readings and/or internships

Other College Degree Requirements - include any requirements, restrictions, rules not already listed (i.e. bulletin rules)

Requirements for any Minors offered by the Department

List all requirements associated with minor/s under one heading. Include all coursework and any policy/rule restrictions which apply

ACE Requirements - all fields will be populated by University ACE program

Other Requirements - to be used by Departments/Colleges as needed, to include additional requirements or information not already noted. Keep in mind that Colleges will have a separate 'page' and college level information will be included there