

ACADEMIC POLICIES AND PROCEDURES

UNIVERSITY OF SOUTH FLORIDA 2013-2014 UNDERGRADUATE CATALOG

Degree Progression **USF Policy [10-505](#)**

The University of South Florida is committed to facilitating students through their academic progress to degree.

Undergraduates must complete the Online Graduation Application for Degree and the Online Graduating Senior Survey by the deadline with the University's [Office of the Registrar](#) for the term in which they expect to graduate, regardless of applications in previous terms. Degree application deadlines are available in the Academic Calendar found in the Undergraduate Catalog.

Students who have completed all the requirements for their degree will be required to graduate. Exceptions may be approved by college deans or their designees for up to two additional semesters but not to exceed 10 semesters total to complete a degree (eight semesters for the major and two additional semesters) to allow students to complete approved minors or second majors or to complete clearly defined objectives to enhance qualifications for employment or graduate and professional programs. Unless undergraduate students notify and receive approval from the Dean of Undergraduate Studies of an exception to the graduation request, USF may move the student through to graduation and confer the degree earned.

Students should be approved to pursue minors only if the minor can be completed without extending the time required for the students' initially projected graduation date. Minors are awarded only in conjunction with the receipt of a baccalaureate degree. Students are expected to apply for a minor after accumulating at least 45 credit hours but before their last semester of enrollment. Minors may be approved at the discretion of the college offering the minor in the last term of enrollment provided the student will have completed all of the remaining course requirements for the minor in that term.

Students may be approved to pursue dual degrees and second majors only if they are able to complete both programs within no more than two additional semesters but not to exceed 10 semesters total to complete a degree from the initially projected graduation date. Second majors are awarded only in conjunction with the receipt of a baccalaureate degree. Students should follow the requirements as stated on the Double Major or Dual Degree application forms and they are expected to apply for a second major or degree after accumulating at least 45 credit hours but before exceeding 96 credit hours (not counting in the latter any credit from examination or dual enrollment). The students' program of study is delineated on the application form.

No degree will be conferred if a charge of academic dishonesty or student conduct violation is pending and the penalty could be dismissal, expulsion, failing grade or any combination of the above, until the charge is resolved and degree requirements are met.

Students are expected to graduate within the minimum number of semesters appropriate to their academic work completed at the time of their admission and the extent to which they are able to be enrolled full-time. Summer sessions are not counted as semesters for the provision of this Policy.

First time in college (FTIC) students are expected to complete a 120-credit hour degree program within 8 semesters. Degree programs with greater than 120 credit hours may require one additional semester.

High school graduates who also earned an AA degree in conjunction with their HS Diploma (HS/AA) and who enter USF as FTIC are expected to complete a 120-credit hour degree program within 4 semesters, but may be allowed up to 8 semesters based on an academic plan that is developed by the student and his/her USF advisor and approved by the student's college within his/her first term on campus. An additional semester may be required for degree programs that have greater than 120 credit hours or lockstep course sequence(s) in the major. The expected number of semesters will be delineated on the academic plan.

Transfer students who have completed 60 credit hours or an AA degree are expected to complete a 120-credit hour degree program within 4 semesters if they have completed all prerequisites and critical tracking criteria for the program to which they are admitted at the time of their first enrollment at USF. An additional semester may be required for degree programs that have (a) greater than 120 credit hours or (b) lockstep course sequence(s) in the major and on a case-by-case basis for students who are admitted needing to complete prerequisites.

FTIC or Transfer students who have completed 120 credits or more will not be allowed to enroll in courses that are not required for degree completion. Exceptions may be approved if needed to allow the students to be enrolled full-time when an appropriate required course is not available.

For the purposes of the requirements in this policy, a semester is defined as a fall or spring semester in which a student is enrolled full-time (attempting 12 or more credit hours). Summer semesters, overseas study, and full term withdrawals are not included in the semester count. Semesters in which a student is doing an internship or co-op experience are not included in the semester count unless a full-semester internship is part of the degree requirements.

For further information, please review the [policy](#).