

## Institutional Program Requirement for Degree Programs at IU East

In order to assist students in meeting the seven campus learning objectives adopted by the campus, IU East has established minimum standards and program requirements for all degrees awarded at IU East. Students should familiarize themselves with these degree requirements as soon as possible in order to choose appropriate courses. All degree programs at IU East have the following requirements. In addition students must meet requirements established by each degree program.

1. A grade of C (2.0) or above is necessary in all English composition course required for a degree. Students must take W131 or the equivalent within the first 25 credit hours for which they are enrolled. Students entering with high SAT, ACT or AP scores may qualify for an exemption.
2. Students must complete a second writing course with a C (2.0) or better within the first 50 credit hours for which they are enrolled. This course should prepare students for writing research papers and include at least one method of widely-accepted documentation and instruct students in library research skills. This can be a course offered by the English Department (e.g. W132 Elementary Composition II, W231 Professional Writing Skills) or a degree-related course requiring extensive writing (e.g. C204 Business Communication). For a Baccalaureate Degree, all students must complete a culminating writing experience in their major.
3. A minimum cumulative GPA of 2.0 (C) is required for all courses taken toward a degree.
4. No course with a grade below 2.0 will be accepted in the field of concentration.
5. For an associate degree a minimum of 15 credit hours must be completed at IU East. For a bachelor degree a minimum of 30 hours of upper division courses (200 level or above) must be completed at IU East.
6. For an associate degree at least 9 hours in the field of concentration must be completed at IU East. For a bachelor degree at least 15 hours in the field of concentration must be completed at IU East.
7. A maximum of 60 hours of credit may be transferred from a junior or community college (2 year college).
8. Courses in the field of concentration may not be used to satisfy distribution requirements. Courses specifically required for the degree may not be used to satisfy distributional requirements.
9. Students must demonstrate competency in using technology to communicate,

find, retrieve, store, manage, evaluate, process and present information. This may be done by completing 3 credit hours of computer literacy (e.g. A110), or another method as determined by specific degree programs (e.g. W200).

10. Students must demonstrate mathematical competence by completing a 3 credit hour math course at the 100 level or higher with a C (2.0) or better. This can be a course offered by the math department (e.g. MATH M110, M118) or a degree related course requiring mathematical competence. (e.g. A110 Drug dosages, T101 Mathematics for Elementary Teachers). Students entering with high SAT, ACT, AP or placement test scores may qualify for an exemption.

**[EXPLANATION AND COMMENT:** *MATH M117 cannot be used to satisfy this requirement.*]

11. Students must demonstrate oral communication skills by passing with a C (2.0) or better a speech course (S121 or equivalent).

12. Requests to deviate from any of the above requirements must be approved by the student's advisor, the appropriate department or division faculty, and the Vice Chancellor of Academic Affairs. Written documentation of the final decision will be placed in the student's file. Forms for filing such requests are available in the registrar's office. Appeals of waiver decisions will be acted upon by the Admissions and Academic Affairs Committee whose decision will be final.

Passed by Senate April 3, 2001