



*OAKWOOD UNIVERSITY*  
Records Office

**GRADUATION REQUIREMENTS – SPRING 2012**

**Prospective Graduate it is your responsibility to meet these requirements. Graduation requirements are as follows:**

1. Make no grade below “C” (2.0) in major, minor, and cognate courses. Make a grade of “D” (1.0) in general education requirements (no grade below “D” will be accepted for general requirements). Must earn a cumulative Grade Point Average (GPA) of 2.0 in all course work and 2.25 in the major to graduate; **Please review your grades on-line at end of Fall and Spring semesters to verify completion of requirements, as stated in your bulletin.**
2. **Graduation:** Participants must have an Application for Graduation/Final Year Schedule (AFG/FYS) on file in the Records Office; pay graduation fee (Student Accounts); a “Pass” grade for the English Proficiency Exam; (See Purchasing for Cap/Gown/Invitation orders). **No AFG/FYS will be accepted after December 15, 2011.**
3. Complete 40 upper division hours for the B.A., B.S., B.M., or B.S. W. degrees. This does not apply to the A.A., A.S., Certificate or M.A. degrees.
4. Complete all general education requirements listed in your bulletin, which includes the modern foreign language requirement.
5. Complete at least 128 semester hours (not including grades of “ F, FA, U, I, W,” or remedial courses). Repeated courses are counted only once. Required hours for the A.A. or A.S. are listed in the Bulletin.
6. Pay Graduation Fee (See Student Accounts Office). Order Academic Regalia (See Purchasing Office).
7. **Have a “Pass” grade on file for the English Proficiency Examination or the course ENGLISH FUNDAMENTALS, EN250 before submitting an Application for Graduation.** The course Advanced Composition, EN304, may be substituted for the English Proficiency Exam if taken at Oakwood College and a grade of “B” (3.00) or above is earned. This exam is not required for the A.A. or the A.S. degrees.
8. **All correspondence courses, incomplete grades, CLEP or other special exam grades and transfer grades are due in the Records Office by January 13, 2012. No grade of “D” will be accepted for transfer or correspondence courses.**
9. Successfully complete all courses listed on your Final Year Schedule for Fall and Spring semesters.
10. Pass your Departmental Exit Exam.
11. Please pick-up your Status Sheet from your major department chair/advisor.
12. Take action immediately to remove any problem(s) listed on the Graduate Requirement Status report or any others in addition to completing all courses as listed on your Final Year Schedule. Should the problems exceed what can successfully be completed by stated deadlines, you will be notified as well as your major Department Chairperson. Consult with your chairperson immediately in order to set a goal for a more realistic graduation date. *(Posted dates and fees are subject change without notice.)*

Any questions concerning your program, please contact your Department Chairperson immediately. Unresolved problems will delay your approval for graduation.

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