

MAJOR REQUIREMENTS

Major: Every student must complete the requirements for a major as listed in the Courses of Study section of the Bulletin. Normally all major requirements must be taken at Saint Mary's College. Any exception to this policy must be made by the chair of the department. All courses taken to satisfy major requirements must be completed with at least a "C" grade. A student may compensate for one grade below "C" in a required major course by repeating the course for which credit will be recorded only once. A second grade below "C" in a major requirement will eliminate the student from that major. The student may attempt to major in a second field. If unsuccessful in two majors or the same major twice, she will be subject to dismissal. A passing grade below "C" is acceptable in required supporting courses.

Senior Comprehensive: Satisfactory completion of a comprehensive examination or project, depending upon the major, is required of all seniors. Satisfactory work in the department's required courses is a prerequisite for admission to the comprehensive. Comprehensives are graded honors/satisfactory/unsatisfactory. A student who fails the comprehensive may repeat it, but not necessarily within the same semester.

Advanced Writing Proficiency: Writing proficiency must be demonstrated within the student's major. The requirements for proficiency are listed in each department section.

Optional Second Major: Students may obtain a second major by completing the major course requirements in the second department. Students who have met department requirements for majors in two different degree programs, but have not completed an additional 30 hours of credit for the dual degree, must choose the degree they wish to receive. Notation of both majors will be made on the transcript.

GUIDELINES FOR OPTIONAL MINORS

The following general guidelines apply to all minor programs unless otherwise specified in the departmental description of the minor:

- A minor consists of a minimum of four courses (at least 12 semester hours) or a maximum of six courses. When two departments combine courses for a minor, the maximum number of courses is seven.
- No more than 50 percent of the minor may be accepted from another institution.
- A grade below "C" is not acceptable for any course used for the minor.
- No course in the minor may be taken pass/fail.

After certification by the appropriate academic department, notation of a completed minor will be made on the student's transcript. Saint Mary's College offers optional minor programs in the following areas:

anthropology	French	physics
art history	gender and women's studies	political science
biology	gerontology	psychology
business administration	global studies	public relations/advertising
chemistry	history	religious studies
computer science	humanistic studies	secondary education
dance	intercultural studies	social work
early childhood education	Italian	sociology
economics	justice studies	Spanish
English as a second language/ bilingual bicultural education	majority world history	studio art
English literature	mathematics	theatre performance
English writing	mathematics/computer science	theatre production
environmental studies	music	U.S. history
European history	musical theatre	women's history
film studies	neuroscience	
	philosophy	

FOUR YEAR GRADUATION PROMISE

Saint Mary's College is very proud that 93 percent of our graduates have finished in four years. We are so confident that students will graduate on time that we are offering a four-year graduation promise. The promise extends to each student who:

- Is officially accepted into a major by the end of the spring semester of her sophomore year and does not subsequently change that major;
- Maintains academic good standing each semester and receives no grade lower than a C in her major;
- Completes an average of 32 semester hours each year;
- Registers at assigned times each semester and maintains good standing with the Financial Aid and Student Accounts Offices;
- Notifies her Department Chair in writing no later than the close of the current semester (last exam day) if unable to advance register for a required major course offered in the next semester.

This promise does not apply to those students who pursue two majors or two degrees. This promise does not apply to a student who takes a leave of absence. This promise is not applicable if study abroad time is the reason for failure to graduate on time. Study abroad requires careful planning. It is the student's responsibility to monitor her progress toward degree completion using the electronic degree audit system (Degree Works). If a student is not on track with degree requirements, even if she has declared her major by the end of sophomore year, she may need to attend summer school at her own expense to get back on track. This determination will be made in writing by department chair, faculty designee or Office of Academic Advising & Registrar. Examples of students who may need to take summer school are the following: chemistry and nursing majors who do not have a sufficient mathematics background for their first-year mathematics and chemistry requirements; music education majors who take additional choirs and lessons in lieu of required courses; elementary education majors who need additional courses to meet state licensing requirements.

If a student follows the above requirements and is unable to graduate on time because one (or more) required course is unavailable, the College will offer a substitute. If no substitution can be made, the College will waive tuition and mandatory fees for her to enroll in the required course(s) at Saint Mary's in a subsequent summer session or semester. Some courses in the Saint Mary's curriculum are offered online during the summer.

Note: students regularly graduate in four years even if they do not meet every condition for the graduation promise.

GRADUATION REQUIREMENTS

Petitioning for Graduation: A senior planning to receive a degree at May Commencement must file a degree petition with the Office of Academic Advising & Registrar. This petition must be approved by the chair of the major department or by both chairs, if the student has a double major.

Early Completion of Degree Requirements: A student may finish a program in three or three and one-half years, so long as all college regulations are observed in respect to credit by examination and transfer credit, and all major, Sophia Program, and degree requirements are satisfied. When a student intends to finish degree requirements in mid-year, a special petition to finish early must be completed.

Degree Candidates/Late Completion of Degree Requirements: If a student will have completed all of her degree requirements no later than the end of the calendar year of her class year, permission may be requested from the Office of Academic Advising & Registrar

to walk in commencement exercise as a “degree candidate.” “Degree candidates” do not receive a diploma and are not graduates of Saint Mary’s College until the end of the semester following the completion of all degree requirements.

Completion of Degree Requirements at Another College or University: Under certain circumstances a student may be given permission to complete requirements for a Saint Mary’s degree by earning transfer credit at a college or university approved by Saint Mary’s College. To receive permission, the student must complete a petition, which is reviewed by the department chair and the Office of Academic Advising & Registrar. The degree is not awarded until the end of the semester following the receipt of an official transcript showing the completion of all degree requirements.

