



Application for Undergraduate Degree

A degree plan for both your major and minor, signed by a faculty adviser, must be submitted with this application to the Registrar's Office three terms before your anticipated completion date.

PRINT YOUR FULL NAME AS YOU WISH IT TO APPEAR ON YOUR DIPLOMA

Name: _____
Last Name First Name Middle Name

SID: _____ Daytime Phone: _____ @wou.edu
(Student Identification Number) WOU Email Address Only

Diploma Mailing Address: _____
(Street)

(City) (State) (Zip)

Anticipated Graduation: Term _____ Year _____ City/State of Origin: _____

Degree you are completing: AA _____ BS _____ BA _____ BM _____ BFA _____
(If you are earning a double degree, you must submit two applications with two major degree plans and one minor degree plan.)

Major you are completing:

(If you are completing a double major, you must submit two major degree plans. A minor is not required.)

- | | | |
|---|---|--|
| <input type="checkbox"/> Anthropology | <input type="checkbox"/> Dance | <input type="checkbox"/> Information Systems |
| <input type="checkbox"/> Art | <input type="checkbox"/> Earth Science | <input type="checkbox"/> Interdisciplinary Studies |
| <input type="checkbox"/> The Arts | <input type="checkbox"/> Economics | <input type="checkbox"/> International Studies (BA only) |
| <input type="checkbox"/> ASL/English Interpreting | <input type="checkbox"/> Education (teaching) | <input type="checkbox"/> Mathematics |
| <input type="checkbox"/> ASL Studies | <input type="checkbox"/> Education (non teaching) | <input type="checkbox"/> Music |
| <input type="checkbox"/> Biology | <input type="checkbox"/> Health (old program) | <input type="checkbox"/> Natural Science |
| <input type="checkbox"/> Business | <input type="checkbox"/> English (BA only) | <input type="checkbox"/> Philosophy |
| <input type="checkbox"/> Chemistry | <input type="checkbox"/> Exercise Science | <input type="checkbox"/> Political Science |
| <input type="checkbox"/> Communication Studies | <input type="checkbox"/> Fire Services Administration | <input type="checkbox"/> Psychology |
| <input type="checkbox"/> Speech Communication (old program) | <input type="checkbox"/> Geography | <input type="checkbox"/> Public Policy & Administration |
| <input type="checkbox"/> Community Health Education | <input type="checkbox"/> German Studies (BA only) | <input type="checkbox"/> Social Science |
| <input type="checkbox"/> Computer Science | <input type="checkbox"/> Gerontology | <input type="checkbox"/> Sociology |
| <input type="checkbox"/> Computer Science/Math | <input type="checkbox"/> History | <input type="checkbox"/> Spanish (BA only) |
| <input type="checkbox"/> Criminal Justice | <input type="checkbox"/> Humanities | <input type="checkbox"/> Theatre Arts |

Minor: _____

For privacy purposes: If you **do not** want your name to appear in the commencement program or in the newspaper to announce completion of your degree, please initial here _____.

Application Fee: \$25.00

Student Signature: _____ Date: _____

Office Use: A562____ PPF____ DIPL/DEGR____ Repeats____ Trans____ Subs____ Copy____ Cover____ Letter____

Undergraduate Graduation Requirements

When a signed major and minor program is submitted to the Registrar's Office, it becomes the official program contract. The Registrar's Office, AD104, 503-838-8192, must be notified of any change in name, address, or program. Program changes involving major, minor, or degree requirements will not be allowed without formal approval on the Course Substitution/Waiver form. Any waivers or substitutions must be reviewed, approved, and signed by appropriate department and division chairs, then returned to the Registrar's Office. (A waiver does not grant credit.) To avoid delays, changes should be made at least one term immediately preceding completion of coursework.

General Graduation Requirements:

- A minimum of 180 quarter hours, including 62 hours of upper-division coursework.
- Residency Requirement: 45 of the last 60 hours must be completed through WOU.
- WOU cumulative GPA and overall cumulative GPA must be 2.00 or better.
- Honors: Students must have a WOU cumulative GPA of 3.50 with a minimum of 45 graded credits earned at WOU. Honors designation for commencement purposes is determined the winter term before commencement. Second undergraduate degree candidates are not eligible for honors.
- All major, minor, degree requirements, and the LACC must be graded A-F unless only offered P/NC.
- Open-ended courses: (199, 399) (403) (406, 407, 408) (409) are limited to 12 credit hours for each set, regardless of prefix.
- A total of 124 credits transferred from an accredited community or junior college may be counted toward a baccalaureate degree at WOU. Any subsequent work taken at a two-year institution may be used to satisfy course requirements, but credit for such work will not count toward graduation.
- Incompletes in required courses must be completed and grades recorded within three weeks after the end of the term in which you are graduating.
- An official transcript of academic work completed elsewhere must be submitted to the Registrar's Office within three weeks after the end of the term in which you are graduating.
- Loan exit counseling sessions are required and available at the end of each term for students who have received Federal Direct Stafford Loans and/or Federal Perkins Loans. For students who have received the Federal Direct Stafford Loan, loan exit counseling is available online at www.dlsonline.com. Contact the Financial Aid Office at (503) 838-8475 for more information. For more information regarding loan exit counseling for the Federal Perkins Loan, contact the Business Office at (503) 838-8201.
- Accounts Receivable Holds must be cleared in the Business Office at 503-838-8202.
- Reservation of graduate credit may be requested if you have applied for graduation and are within 12 credits of completing all required coursework excluding student teaching or criminal justice practica.
- Formal admission as a Post-Baccalaureate Non-Graduate (PBNG) through the Admissions Office is required to work on a second bachelor's degree.