

# GRADUATION REQUIREMENTS

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Below are listed the minimum graduation requirements for a Bethel University degree. For degree completion, additional program specific requirements are listed in the program section of the catalog including required course work, credits, specific GPA requirements, and other programmatic requirements.

*NOTE:* Degree-seeking Seminary students are permitted to earn a maximum of 150% of the credits required for the degree they are pursuing. All degree requirements must be completed within this limit.

## **Associate's Degree Minimum Requirements**

- Semester credits required for degree: 60
- Cumulative GPA of 2.00 or higher
- Completion of departmental and institutional assessment activities

## **Bachelor's Degree Minimum Requirements**

- Semester credits required for degree: 122
- 30 semester credits must be taken at Bethel
- 50% of the credits in the major must be taken at Bethel
- 36 credits must be at the upper level (300 or higher)
- Cumulative GPA of 2.00 or higher
- Major GPA of 2.25 or higher
- Completion of departmental and institutional assessment activities

## **Certificates (undergraduate) Minimum Requirements**

- Semester credits required for a certificate: 8
- Cumulative GPA of 2.25
- Percentage of credits that must be taken at Bethel is 50%
- Completion of departmental and institutional assessment activities

## **Master's Degree (except Seminary) Minimum Requirements**

- Semester Credits required for degree: 36
- Cumulative GPA of 3.0 or higher
- Percentage of credits that must be taken at Bethel: 67%
- Completion of departmental and institutional assessment activities

## **Doctoral Degree (except Seminary) Minimum Requirements**

- Without a Master's Degree prerequisite - 60 semester credits
- With a master's degree prerequisite - 30 semester credits (MOHE Requirement)
- Cumulative GPA of 3.00 or higher
- Percentage of credits that must be taken at Bethel: 67%
- Completion of departmental and institutional assessment activities
- Complete degree within specified time frame

## **Certificates (except Seminary) Minimum Requirements**

- Semester credits required for a certificate: 8
- Cumulative GPA of 3.00
- Percentage of credits that must be taken at Bethel: 67%
- Completion of departmental and institutional assessment activities

## Seminary

### Master's Degree (Including MA, MDiv) Minimum Requirements

- Semester credits required for degree: 36
- Cumulative GPA 2.0 or higher
- Percentage of credits that must be taken at Bethel: 33%
- Completion of departmental and institutional assessment activities
- Complete formation and ministry experiences as indicated in the program

### Doctoral Degree Minimum Requirements

- Semester credits required for degree: 36 (prior Master's Degree is required)
- Cumulative GPA 2.0 or higher
- Percentage of semester credits taken at Bethel: 33%
- One Core Discipline course must be completed at Bethel.
- Complete formation and ministry experiences as indicated in the program

### Certificates (Seminary) Minimum Requirements

- Semester credits required for a certificate: 8
- Cumulative GPA of 2.00
- All courses must be completed at Bethel
- Completion of departmental and institutional assessment activities

## Majors

All students choose a major from an academic department or multidisciplinary program. They may also choose to develop an individualized major designed to meet their needs and interests. Majors at Bethel range between 37-115 semester credit hours. It is possible to complete a second or third major by using elective credits or increasing the total number of credits taken. At least half of the credits used to meet the requirements of a major must be taken at Bethel. A 2.25 GPA in the major is required unless otherwise noted in the Academic Programs section of this catalog.

## Double Majors

The overlapping of requirements **in any combination** of majors chosen by a student is permitted as long as the student meets the requirements listed for each major. All completed programs [e.g., Bachelor of Arts (B.A.), Bachelor of Science (B.S.), Bachelor of Music (B.Mus.), Bachelor of Music Education (B.Mus.Ed.), Bachelor of Fine Arts (B.F.A.)] will be indicated on the transcript, regardless of overlapping course requirements and without the addition of extra required hours. The senior seminar/capstone experience in both majors is required of students unless the student receives written approval from one of the departments to waive that seminar/capstone experience. Students should have an official advisor in one of the two majors, but they should regularly check with an advisor in the second major to make sure they are on track with their second major.

## Minors

Though not required, many students choose to complete one or more minors in order to pursue areas of interest or to complement their major. Students must choose from the minors in this catalog and may not create an individualized minor. Minors range between 18-24 semester credit hours. Students may choose to take additional credits toward the minor or use their elective credits. Students may not earn a minor in a program in which they will earn or have earned a major except where specifically noted in the Academic Program section of this catalog. At least nine (9) credits of any minor must be completed at Bethel.

## Program Overlap Policy

Students may not earn a minor that has the identical name as their major. Some minors and secondary majors are not allowed with particular majors. Consult the major/minor requirements listed in this catalog for further information.

## Endorsements

Though not required, students may choose to complete one or more endorsements in order to pursue areas of interest, or to complement their major. Students may choose from the endorsements in this catalog and may not create an individualized endorsement. Endorsements range between 7-26 semester credit hours. Endorsements may have additional non-credit requirements. Students may choose to take additional credits toward the endorsement or use their elective credits. Upon completion of a degree, an endorsement is listed as a comment on the academic transcript.

## Certificates

### **Academic Requirements for Traditional Certificate Programs below:**

Though not required, students may choose to complete a certificate in order to pursue a specific area of interest or to complement their major. Students may choose from the certificates in this catalog and may not create an individualized certificate. Certificates range between 18-26 semester credit hours. Certificates may have additional non-credit requirements. Students may choose to take additional credits toward the certificate or use their elective credits.

### **Academic Requirements for Online Certificate Programs below:**

1. A cumulative GPA of 2.25 in certificate courses. This GPA includes all courses required in the certificate and all electives taken for the certificate.
2. At least 50% of the credits used to meet the requirements of the certificate must be taken at Bethel in order to meet Bethel's residency requirements. Specific courses in a certificate may be required to be taken in residence.
3. Completion of the requirements of a certificate (listed by discipline in this catalog).
4. Completion of departmental and institutional assessment activities.

Students are awarded a certificate under the requirements of the most current catalog at the time they enter Bethel for the last time. Any substitutions for the catalog requirements must be reviewed and approved by the program director and the dean over a certificate program.

### **Academic Requirements for Graduate Certificate Programs below:**

1. Have a cumulative GPA of 3.0 in certificate courses.
2. Earn at least 80% of the required certificate credits at Bethel to meet Bethel's residency requirements. Specific courses in a certificate may also be required to be taken at Bethel.
3. Complete all of the requirements of a certificate (listed by discipline in this catalog).
4. Complete departmental and institutional assessment activities.
5. Complete the work within the time limit of five years. This means that students must have completed coursework for all courses within 15 terms beginning from the first term in which they are enrolled.

In some cases, students may be allowed to use credits earned at a higher level to meet requirements in a lower-level program (e.g. use credits earned in a doctoral program to meet master's level certificate requirements).

Students are awarded a certificate under the requirements of the most current catalog at the time they enter Bethel for the last time. Any substitutions are determined by the Graduate School.

## General Requirements for a Baccalaureate Degree

Degrees Offered: Bachelor of Arts (B.A.), Bachelor of Science (B.S.), Bachelor of Science Nursing (B.S.N.), Bachelor of Music (B.Mus.), Bachelor of Music Education (B.Mus.Ed.), Bachelor of Fine Arts (B.F.A.) *NOTE:* Degree Works identifies each degree separately, and related majors, minors, and endorsements are listed in the evaluation for that degree.

After students declare majors, minors, certificates, and endorsements, Degree Works identifies each degree separately.

1. A cumulative overall grade point average (GPA) of 2.00. The cumulative GPA includes only courses taken at Bethel.
2. A 2.25 GPA in one's major, unless otherwise noted. The major GPA includes all courses required in the major and all electives taken for the major at Bethel.
3. A minimum of 122 semester credit hours.
4. The following must be taken in programs that meet Bethel residency requirements or at Bethel (see Office of the Registrar (<https://www.bethel.edu/registrar/>) or Office of International and Off-Campus Programs (<https://www.bethel.edu/international-studies/>)):
  - at least 28 of the last 35 credits,
  - at least half of the credits used to meet the requirements of the major,
  - at least 30 of the 122 credits needed to graduate,
  - GES 130 *Christianity and Western Culture* or GES 145, GES 147, and GES 149 in the Humanities Program (must be taken at Bethel; cannot be brought in through any other programs),
  - a Contemporary Christian Issues (P) course (must be taken at Bethel; cannot be brought in through any other programs).
  - GES 140 *Introduction to Wellbeing* must be taken at Bethel except by students who are exempt from this requirement because of their entry level.
5. A minimum of four (4) semester credit hours in General Education Biblical Foundations courses.
6. A minimum of 36 credits at the upper-division level (300 and 400).
7. All General Education required courses and experiences listed on the General Education Entry Standing chart (<https://catalog.bethel.edu/arts-sciences/general-information/transfer-credits-bethel/transfer-entry-level/>) that are indicated by a "Yes" for their entry level.
8. Completion of January session courses as indicated on the General Education Entry/Transfer Level chart (<https://catalog.bethel.edu/arts-sciences/general-information/transfer-credits-bethel/transfer-entry-level/>) on the following pages (minimum of two [2] credits, maximum of five [5] credits per January).
9. Completion of the requirements of a major (listed by department in this catalog).
10. Demonstration of basic competencies in:
  - *Writing:* One course is designated in each major, in addition to the required GES 160 *Inquiry Writing Seminar* course and a writing emphasis in Contemporary Western Life and Thought (L) course, Comparative Systems (G) course, and Contemporary Christian Issues (P) course.
  - *Speaking:* One upper-division course is designated in each major, in addition to required speaking assignments in the GES 160 *Inquiry Writing Seminar* course, the Humanities Program, and Contemporary Christian Issues (P) courses.
11. In order for multiple majors and minors to be considered as one degree program, they must be taken simultaneously and completed within one academic year of each other. Bethel University will award a student's degree when a student's degree program requirements have been completed, whether or not the student applies to graduate. Students typically maintain eligibility for financial aid while completing their degree program provided that their total credits do not exceed 150% of the credits required for their degree program. Exceptions will be reviewed on a case-by-case basis.

12. Completion of any departmental and institutional assessment activities.
13. Upon completion of program, participation in commencement ceremonies is expected.

## Additional Baccalaureate Degree

An additional Bethel University Baccalaureate Degree [e.g., Bachelor of Arts (B.A.), Bachelor of Science (B.S.), Bachelor of Science Nursing (B.S.N.), Bachelor of Music (B.Mus.), Bachelor of Music Education (B.Mus.Ed.), Bachelor of Fine Arts (B.F.A.)] may be awarded, upon request, when a student has met all requirements of the additional degree and earned, in residence, a minimum of twenty-seven (27) unduplicated semester credits from the department in which the additional degree is earned. Unduplicated semester credits are those that are not used to meet the requirements of any other Bethel University Baccalaureate Degree. Transfer students who hold a Baccalaureate Degree from another institution may earn a Bethel University Baccalaureate Degree if they meet all the requirements of the degree program including the general education requirement and the residency requirements.

## Commencement Ceremony Participation

Students who have not completed all required courses for graduation may participate in the commencement ceremony provided that they have no more than a total of seven (7) credits remaining. For May commencement, students must plan to complete their courses by the end of the fall term of the next academic year. For December commencement, courses must be completed by the end of the spring term of the same academic year.

Policies regarding residency requirements, as well as any departmental residency requirements, apply.

## General Requirements for an Associate of Arts Degree

The associate of arts degree contains a balanced program of liberal arts education without orientation to a particular major or minor. Requirements for the degree include 60 semester credit hours and the designated competencies as listed below. These requirements can usually be met in two years of full-time study. General Education Entry/Transfer levels (<https://catalog.bethel.edu/academic-information/academic-policies/transferring-credits/transfer-entry-level/>) apply to students seeking an associate of arts degree.

### Communication: 8 credits

Inquiry Writing Seminar (GES 160) and one of the following courses:

- Basic Communication (COM 110)
- Basic Communication Skills (COM 164)
- Introduction to Creative Writing (ENJ 110A)
- Reporting (ENJ 120)

### Critical Thinking: 4 credits

Physiology of Wellness (GES 141) or Introduction to Wellbeing (GES 140) and one of the following:

- How Learning Works: Keys to College Success (GES 107)
- Introduction to Healthcare (CHL 110)
- Introduction to Logic (PHI 125M)
- Sustainable Living (ENS 205L)

### Natural Sciences: 8 credits

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Any D-tagged Laboratory course and 4 credits from any of the following departments/programs: biological sciences, chemistry, environmental science, neuroscience, and physics and engineering or Physiology of Wellness (GES 141)

### **Mathematics: 4 credits**

Any M-tagged Mathematics course

### **History & Social/Behavioral Science: 8 credits**

- Any U-tagged World Cultures course
- Any L-tagged Contemporary Western Life and Thought course
- American Politics and Government (POS 100)
- Christianity & Western Culture (GES 130)
- Introduction to Anthropology (ANT 200)
- Introduction to Comparative Politics (POS 205)
- Introduction to Psychology I (PSY 101)
- Introduction to Psychology II (PSY 102)
- Introduction to Sociology (SOC 101)
- Socioeconomic & Justice Issues (SOW 240)

### **Humanities and Fine Arts: 8 credits**

Introducción a la Biblia (BIB 102) or Introduction to the Bible (BIB 101) and 4 credits from any of the following courses:

- Any A-tagged Artistic Experience course
- Any Bible (BIB) course)
- Any 200-level Theology (THE) course
- British Literature (ENJ 102)
- How Stories Change the World: How to Read & Why (ENJ 100)
- Humanities I: Greco-Roman Through Middle Ages (GES 145) and Humanities II: Renaissance and Reformation (GES 147)
- Introduction to the Creative Arts (GES 125)
- Introduction to Digital Media (DES 105)
- Introduction to Ethics (PHI 110)
- Topics in American Literature (ENJ 103)

### **Electives: 20 credits.**

## **Additional Requirements**

1. A cumulative GPA of at least 2.00.
2. At least 28 of the last 35 credits must be taken at Bethel.
3. One January session course.
4. Taken at Bethel:
  - a. Introducción a la Biblia (BIB 102) or Introduction to the Bible (BIB 101)
  - b. Christianity and Western Culture (GES 130)
5. Upon completion of program, participation in commencement ceremonies is expected.
  - a. Participation in commencement ceremonies is permitted for students who have not completed all graduation requirements provided they have no more than seven (7) credits by the end of the fall term of the next academic year. For December commencement, courses

must be completed by the end of the spring term of the same academic year. Policies regarding residency for particular courses apply.

## Master's

1. Earn a cumulative and major GPA of 3.0. The major GPA is based on grades in all courses required and elective courses in the degree program.
2. Meet the residency requirements by earning at least 67% of the credits used to meet the requirements of the program of study except in cases where formal agreements with other institutions exist. Specific courses in a program may be required to be taken in residence.
3. Complete the requirements for the degree program (listed by discipline in this catalog).
4. Complete departmental and institutional assessment activities.
5. Complete the degree within the maximum time limit. Degree time limits may be found in the Time Limits for Degree Completion policy (<https://catalog.bethel.edu/academic-information/academic-policies/time-limits-for-degree-completion/>).

Upon completion of requirements 1–5, participation in commencement ceremonies is expected. An Application for Commencement must be submitted to the Graduate School.

Post-master's degree coursework may meet certain master's degree requirements.

Students graduate under the requirements of the most current catalog at the time they enter Bethel for the last time. Any substitutions are determined by the Graduate School.

## Doctor of Education (Ed.D.)

To complete an Ed.D. degree at Bethel, students must:

1. Earn a cumulative GPA of 3.0 in the degree program. The program GPA is based on all required and elective coursework.
2. Earn at least 67% of the credits required in the program at Bethel University. Specific courses may be required to be taken during summer one-week residencies.
3. Complete the program requirements (listed by discipline in this catalog).
4. Complete departmental and institutional assessment activities.
5. Complete the degree requirements within the specified time limit.

Students graduate under the requirements of the catalog at the time they entered Bethel University for the last time. Any substitutions are determined by the Graduate School.