

BACCALAUREATE DEGREE INFORMATION

Student Success and Graduation

CSULB's core academic purpose is to graduate students with highly valued degrees. Graduation rates for CSULB students have increased dramatically in recent years and the length of time it takes students to complete degrees has decreased. The availability of needed courses and support by academic advisors and learning communities greatly improved graduation rates. These improvements were key to the naming of CSULB as one of "America's Best Colleges and Universities" by *U.S. News and World Report* and "No. 3 best value public college in the nation" by *America's Best Value Colleges*.

Frequently Asked Questions

Successful students know the answers to these frequently asked questions. Please read them carefully. Knowing these answers can help you avoid pitfalls during your first semesters on campus. For further information, see this section of the *Catalog* or contact the University Center for Undergraduate Advising at (562) 985-4837.

- 1. How can I tell what requirements I still need to meet before I graduate?** Use MyCSULB to check your Academic Requirements Report. Icons next to each requirement reflect the status of that requirement. You can bring a printout of the Academic Requirements Report to your major advisor or the University Center for Undergraduate Advising for assistance.
- 2. Can my General Education (GE) courses be used for both GE and for my major ("double counted")?** Under the 2008 GE pattern, up to ten units may double count for the major and GE. Students under the 1999 GE pattern follow the previous double count GE/major rules. See an advisor in the University Center for Undergraduate Advising (Horn Center, Room 103, 562-985-4837).
- 3. How many units will transfer from a California Community College to CSULB?** All bachelor's level courses transfer, but only 70 units of transferable course work will apply to your bachelor's degree. Additional transferable course work will receive subject credit only.
- 4. I transferred from a California Community College. Do I have to take any General Education courses?** If you have received GE certification, you are required to complete an additional nine (9) units of upper-division GE courses. If you have not been certified as having met the transfer pattern, you must meet the CSULB GE requirements.
- 5. What does General Education (GE) Certification mean?** There are three GE certification processes. Two may be completed at the California Community College (CCC). They are either (1) the California State University (CSU) Transfer Pattern or (2) the Intersegmental General Education Transfer Curriculum (IGETC). The third certification process may be completed at another CSU. In all cases, GE certification means that you have completed your lower-division GE at a CCC or at another CSU.

6. Does having an AA degree from a California Community College mean I am GE Certified? Usually not. The minimum requirements for most AA degrees do not include the lower-division GE pattern required by CSULB. CSULB also requires an additional 9 units of upper-division GE courses.

7. What is partial General Education (GE) Certification? Partial Certification means that transfer students have completed subject and unit requirements in some GE categories, but not others.

Baccalaureate Degrees

CSULB offers 71 baccalaureate majors (see a list of degree programs and admission requirements at the beginning of this *Catalog*). Baccalaureate degrees are constructed of three interrelated areas: (1) the breadth component, called General Education (GE) Program, which is the basis for the baccalaureate degree with courses that offer training in general skills, methodologies, and habits of thought; (2) the depth component, or major, which establishes an understanding of the breadth of a body of knowledge, competence in the fundamental skills and methodologies of the discipline, and understanding and skill at an appropriate depth in one or more facets of the discipline; and (3) the elective component that provides the possibility for personal exploration, enhancement, and development to complement the rest of the degree program (and might include a minor and/or a certificate program).

Requirements for the Baccalaureate Degree

1. Completion of a minimum of 120 units for the Bachelor of Arts. Completion of the minimum number of units which could range from 120 to 140 required by the major program for the Bachelor of Science, Bachelor of Fine Arts, or Bachelor of Music degrees. See the description of the requirements for each major for the specific number of units required. There are restrictions (below) on how many units in certain categories may be counted toward the minimum unit requirement.
2. Completion of at least 40 upper-division units (courses numbered 300-499). No course taken at any community college may count toward fulfillment of these 40 units.
3. Completion of at least 30 units in residence at CSULB of which at least 24 must be upper-division and at least 12 must be in the major. Units earned in Extended Education or Open University cannot be counted toward fulfillment of the residence requirement.
4. Completion of the General Education program, described below, including at least 9 units in upper-division courses completed at CSULB.
5. Completion of the specific course and unit requirements for the academic major, as shown in the alphabetic listing for the major department. If the requirements are changed during students' continuous attendance at CSULB, they have the right to meet either the requirements in effect when they entered the major or the requirements in effect at the time they graduate. All upper-division courses required for a major must be completed within the ten-

year period preceding award of the baccalaureate degree. Courses completed prior to this ten-year period can be revalidated by such demonstrations of competence or knowledge of the subject as may be prescribed by the department offering the course.

The on-line *Catalog* Table of Contents has a link at the top to "Road Maps" that shows a suggested sequence of courses to enable students to complete all degree requirements in a timely fashion. Since individual circumstances can vary, students should consult their major advisors for assistance in planning appropriate programs.

6. Satisfactory fulfillment of the Graduation Writing Assessment Requirement (GWAR) (See a description of the requirement at the end of this section.)
7. Achievement of a minimum 2.0 ("C") grade-point average in each of the following:
 - a. The entire college record.
 - b. All units attempted at CSULB.
 - c. All courses in the major.
 - d. All upper-division courses in the major completed at CSULB.
8. Formal approval by the faculty of the university.

Student Levels

Freshman	0.0 to 29.9 units
Sophomore	30.0 to 59.9 units
Junior.....	60.0 to 89.9 units
Senior	90.0 or more units
Postbaccalaureate	holding a baccalaureate or equivalent degree

Restrictions on Units That May Be Counted Toward the Minimum Required for the Baccalaureate

Activity Courses

Activity courses provide practice in such areas as music, dance, physical education and Student Recreation and Leadership. Except as required by a student's major, students may apply to the degree no more than eight units each of activity course credit in music, dance, theatre arts, or kinesiology and no more than four units of activity course credit in SRL, up to a total of no more than 20 units in all areas.

Transfer Courses

No more than 70 units of courses from a Community College may be counted toward the minimum unit requirement for the baccalaureate. (For more detail, see the section on Transfer Credit in the Academic Information section of this *Catalog*.)

Courses Taken by Non-Matriculated Students in Any Term

No more than 24 units total taken during any term while in non-matriculated status may be used to fulfill any undergraduate degree requirements. All students who have not been formally admitted to CSULB and who take courses here are non-matriculated students. Courses taken by incoming freshmen during the summer prior to their first fall are considered non-matriculated units.

Open University

Open University (Concurrent Enrollment) — Through Open University, students who are NOT matriculated in CSULB may take regular university classes during spring or fall semesters for academic credit on a "space available" basis with permission of the department chair and the course instructor. Open University enrollment does NOT constitute admission to CSULB. For more information call the College of Continuing and Professional Education at (562) 985-5561.

Self Support Courses

There is no limit on CCPE Self Support course credit, including Winter session, applicable to the degree if taken while in matriculated status in the degree program.

General Education

The Significance of General Education

The components of an undergraduate education include the major, in which the student acquires depth of knowledge, electives that allow a student to explore personal or career-related interests, and General Education (GE). General Education allows students to develop competency in academic skills that are essential to all academic majors. In addition, General Education offers students broad knowledge beyond the focus of the major, as well as exposure to the rich diversity of the human experience.

The General Education program at CSULB sequentially introduces students to the mastery of academic skills that will provide graduates with an understanding of self, the physical world, the development and functioning of human society, and its cultural and artistic endeavors, as well as an understanding of the methodologies, value systems, and thought processes employed in human inquiries. It involves three stages: Foundation, Explorations, and Capstone. Students who begin their college careers at CSULB will complete all three stages, while transfer students who enter the university with a Full General Education Certification will be expected to complete the final (Capstone) stage only, and the Human Diversity and Global Issues requirements if not met through transfer coursework.

General Education Breadth requirements are specified pursuant to Title 5, California Code of Regulations, Sections 40402.1, 40403, 40405, 40405.1, 40405.2, 40405.4, and 40508, and Sections 1 and 2 of Chapter III of the Standing Orders of the Board of Trustees of the California State University, and Executive Order 1065. CSU General Education Breadth requirements have been designated to complement the major program and electives completed by each baccalaureate candidate to assure that graduates have made noteworthy progress toward becoming truly educated persons. These requirements are designed to provide the knowledge, skills, experiences, and perspectives that will enable CSU students to expand their capacities to take part in a wide range of human interests and activities; to confront personal, moral, and social problems that are an inevitable part of human life; and to cultivate both the requisite skills and enthusiasm for lifelong learning.

The Essential GE Student Learning Outcomes

Upon completion of the GE requirements, CSU students should show mastery in each of the following:

Knowledge of Human Cultures and the Physical and Natural World

Achieved through study in the Sciences and Mathematics, Social Sciences, Humanities, Histories, Languages, and the Arts

Intellectual and Practical Skills, including:

Written Communication
Oral Communication
Critical Thinking
Quantitative Reasoning
Information Literacy and Technology Literacy
Teamwork
Creativity, Inquiry, and Discovery

Personal and Civic Responsibility, including:

Global Competencies
Intercultural Competence (cultural values/traditions-U.S.)
Ethical Reasoning and Social Responsibility
Self-Understanding
Foundation and Skills for Lifelong Learning

Integrative Learning, including:

Synthesis and Interdisciplinary Methods of Inquiry

General Education Requirements (48 units*)

The General Education curriculum is organized as three sequential phases. The first is the Foundation, a group of courses designed to provide fundamental learning skills. The second is Explorations, courses distributed across the curriculum that are intended to provide an opportunity to explore the various way of acquiring and examining knowledge while continuing to develop learning skills. The third is the Capstone, designed to integrate knowledge and skills developed earlier in the curriculum. (*Students majoring in departments within the College of Engineering are required to take only 45 units of GE).

All students must complete a distribution pattern described below.

English Language Communication and Critical Thinking (Category A, 9 units): Includes three Foundation 3 unit Courses: Written Communication in English (A1), Oral Communication in English (A2), and Critical Thinking (A3).

Science, Technology & Mathematics/Quantitative Reasoning (Category B, 9 units): Includes 3 units in life sciences (B1a) and 3 units in physical sciences (B1b) with one lab course associated with either the life sciences or the physical sciences. This requirement also includes the fourth Foundation 3 unit course in Mathematics/Quantitative Reasoning (B2).

The Arts & Humanities (Category C, 9 units): Includes 3 units in the arts (C1), 3 units in humanities (C2), and an additional 3 units in either the arts or the humanities.

Social Sciences & Citizenship (Category D, 9 units): Includes 3 units in US history (D1a) and 3 units covering the US Constitution, including CA State & local government (D1b). This requirement also includes 3 additional units in social sciences & citizenship (D2).

Lifelong Learning and Self-Development (Category E, 3 units): Includes 3 unit course that deals with the human being as a psychological, physiological, and social organism.

Capstone (Category F, 9 units): Includes at least nine (9) units chosen from approved Capstone courses (three courses). All students must fulfill 3 units (1 course) of their 9 units of capstone (three courses) by completing an approved Writing Intensive Capstone course. **(Note: At this time, students will not be required to complete a Writing Intensive capstone until such time that the campus determines that it can offer enough courses to meet student demand. Students must complete any 9 units of capstone.)**

Additional GE Requirements: The 48 units above must include courses that also fulfill the following requirements:

Global Issues (GI, 3 units): Requires a course designed to introduce students to cultures and places outside of the US.

Human Diversity (HD, 3 units): Requires a course designed to introduce students to diverse populations and cultures within the US.

General Education Policies

Only courses on the General Education Master Course List at the time the student takes the course shall count for General Education.

Because the program is intended to provide breadth, a minimum of thirty-five (35) units of the student's General Education courses must be outside the student's major department. "Courses in the major department" include all courses housed in the department offering the major, regardless of prefix. (For example, courses in French and in Italian are in the same department.)

A cross-categorized course may be counted (at the student's option) in any one of the approved categories A-F, but not in more than one.

Where appropriate exams exist, Foundation and Explorations requirements may be met by external examinations, such as Advanced Placement or International Baccalaureate exams.

Students are expected to complete the Capstone requirement at CSULB. An exception will be made for students who transfer from another CSU campus after completing some of the upper-division GE requirement at that campus. To be accepted toward the Capstone requirement at CSULB, the transfer course must be approved for upper division general education credit at the campus offering the course. Other courses may be used, on an individual basis, to meet the requirement if they are approved for General Education at the campus offering the course and if the purpose of the course meets the criteria for a CSULB Capstone course.

Students who transfer from baccalaureate institutions other than the CSU after completing upper-division General Education courses may petition to have one or more such courses accepted toward the Capstone requirement. Such petitions will be evaluated on the basis of the criteria above.

GE Requirements for Returning and Transfer Students

Students who have not maintained continuous attendance status shall be subject to the General Education requirements in effect at the time of their reentry to the university, with the following exceptions.

Previous CSULB students who were under earlier General Education requirements and who before breaking continuous attendance needed no more than three additional courses to complete the entire General Education requirement shall be allowed to complete the General Education requirement in effect at the time of the previous attendance. However, all students must complete at least 9 units of upper division General Education courses, of which a minimum of 6 units must be Capstone courses.

Previous CSULB students who were under the earlier General Education requirements and who before breaking continuous attendance completed one or more upper-division GE courses shall be required to complete additional Capstone courses as needed to complete the total of 9 upper-division units. At least two of the courses in the overall program must be Capstone courses.

Transfer students who enter CSULB with full GE certification from a California Community College must complete both the Human Diversity in the U.S. and the Global Issues requirements if these requirements were not met through transfer, but these students need not complete any other GE courses except the Capstone, which cannot be met through transfer from a community college. Transfer students who enter CSULB without full GE certification or subject-area (partial) certification from a California Community College must either complete the CSULB GE requirements, or complete and obtain a GE certification from a California Community College which will be honored as meeting CSULB's lower-division GE requirements.

Majors

Choosing a major is one of the most important, and sometimes most difficult, academic decisions students will make during their college careers. There may be many possible choices of major that would provide preparation for a given career. The section on Degrees, Options, Minors, and Certificates earlier in this *Catalog* shows the many choices available and where to find information on each. Many departments have additional information posted on their web pages, accessible from the university's home page. Students are encouraged to interview faculty in possible majors and to seek the help of student services professionals to assist them in making this important decision.

Declaration of a Major

To help ensure timely completion of graduation requirements, students who have a total of 60 units completed must have declared a major before they may register for the next term. Upper-division transfer students are required to declare their intended major on their application for admission. (PS 06-04)

Change of Major or Other Objective

Undergraduate students declaring a major for the first time or changing from one degree program or degree option program to another must meet with the new major's academic advisor who will submit a change of major to the Office of Enrollment Services electronically.

Students who are candidates for a certificate or credential program must also file a Request to Graduate. (Please see Graduation section of the *Catalog*.)

The evaluation of credits transferred to the University is based in part upon the objective indicated on the application

for admission. Students should be aware, therefore, that under some circumstances transfer courses accepted for one purpose may not be acceptable for other purposes.

Double Major

Students may complete the requirements for two baccalaureate programs concurrently in accordance with the Timely Graduation Policy. One diploma will be issued reflecting both majors. A course, or courses, may be used to satisfy the individual requirements of both majors, without limit, as long as the required pattern of course work is completed for each major.

Minors

A minor is a structured selection of courses by which a student can enrich his or her academic preparation through concentrated study of a discipline that is different from, but may be related to, the student's declared major. A minor is a means to augment or complement the major by broadening the student's academic experience or serving as preparation for a specific career. Usually a minor is not required for the baccalaureate; however, students may elect to complete a minor and have that fact noted on their records. Students should consult with an advisor in their major department for recommendations on suitable minor fields of study.

A minor consists of a minimum of 18 units, as specified by the department or program, at least nine of which must be upper-division. The minor may be in a single subject or interdisciplinary. Students may not declare or receive a minor in the same subject as the major, and the major and minor may not have the same title. The description of each minor shall have a statement listing all majors, if any, that may not be combined with that particular minor. The minimum overall GPA in courses toward the minor is 2.0. A minimum of six units of course work toward the minor must be taken at CSULB.

Students should refer to the requirements of the department and college of their major to see whether a minor is required for that major. Even if a minor is not required, students may elect to complete one or more minors from those available and have that so noted on their transcripts. Unlike certificates, minors are awarded only as part of a baccalaureate degree. Students may not finish a minor after they have graduated, except in conjunction with a second baccalaureate degree.

Certificate Programs

California State University, Long Beach offers 40 baccalaureate-level programs leading to the award of a Certificate. Certificate programs differ from baccalaureate majors and minors in their emphasis on practical and applied uses of knowledge in a specific area of human enterprise. Certificates may only be earned concurrently with or following the award of the baccalaureate degree. Certificate programs must require at least 18 units of course work, of which at least 15 units must be at the upper-division level. Many certificates require 24 to 27 units. Courses taken to fulfill the requirements for the baccalaureate may also be applied to certificate requirements. A maximum of two 500-level courses, taken by eligible students in their senior year, may be applied to a baccalaureate certificate program. Extension and/or transfer credit may comprise no more than one-fourth of the course work used to meet baccalaureate certificate requirements. A

grade-point average of at least 2.0 must be maintained in the certificate program's course work.

Students wishing to pursue a baccalaureate certificate program should consult the relevant department as early as possible to receive early advisement on the program. Students wishing to receive a certificate must so indicate on the Request to Graduate form filed with the Office of Enrollment Services.

Additional Baccalaureate Degrees

A graduated student who wishes to pursue an additional baccalaureate degree may do so by completing a minimum of 30 units in residence after graduation, of which 24 units must be upper-division courses and 12 units must be in the major. (See the *Catalog* section on admissions for restrictions on the admission of candidates for a second baccalaureate degree.)

A senior, with advance approval of the Academic Appeals Committee, may earn a maximum of twelve units toward the additional degree while in residence for the first degree. Any courses to be applied to the additional degree must be specified and taken in addition to those needed to satisfy the requirements of the first degree.

Students applying for and accepted to a second baccalaureate degree program who have received their first baccalaureate degree or equivalent from an institution outside of the U.S. will be required to complete any deficiencies in the General Education pattern and will be evaluated for General Education on the same basis as undergraduates.

Enrollment of Seniors in Graduate Courses

Undergraduates may enroll in graduate courses only under the conditions specified below:

Graduate Credit Earned as a Senior

Graduate credit usually may not be earned in advance of the baccalaureate degree. Seniors may, however, be granted approval to earn a maximum of 12 units of course work in the 400 and 500 levels designated as acceptable for graduate credit and taken at this university towards their prospective graduate programs (based upon faculty recommendation, academic performance (in general a grade-point average of 3.0 (B) in the major), and promise of academic achievement in post-graduate study). Approval is subject to the following conditions: (a) the course work must be in addition to that required for the undergraduate major; and (b) the undergraduate student must have an approval from the departmental graduate advisor and the department chair prior to enrollment. (PS-92-08)

In those areas in which graduate credit is for a credential only, approval must be obtained from the appropriate department in the College of Education. Requests submitted after completion of course(s) will not be approved.

Senior Enrollment in Graduate Courses for Undergraduate Credit

Under special conditions, seniors who have a 3.0 grade-point average or better in their major and who have adequate undergraduate preparation in the subject may enroll in up to 12 units in the 500-599 series to fulfill the

elective requirements of the bachelor's degree. The course work may not be applied to the units of 500-600 level course work required by the department or college for the master's degree. The student must have an approval from the instructor and department chair before registration in the class(es) is permitted. (PS 92-09)

Graduation Writing Assessment Requirement (GWAR)

In order to obtain a degree or certificate from CSULB, all students must demonstrate upper-division competence in academic writing in English. Continuing students who have earned 65 units and transfer students in their first semester of residency are required to take the Writing Proficiency Exam (WPE). All students must attempt to fulfill the GWAR before filing a request to graduate.

Undergraduate students fulfill the GWAR by one of the following:

1. Receiving a score of 11 or higher on the WPE;
2. Enrolling in a GWAR course and submitting a portfolio for assessment after attempting the WPE once.
3. Passing another approved CSULB assessment of writing competence;
4. Having already fulfilled the GWAR at another CSU campus prior to transfer to CSULB;
5. Earning a CSULB-approved passing score on the writing portion of an approved standardized writing assessment, such as the Graduate Record Examination (GRE) or the Graduate Management Admission Test (GMAT).

Information about GWAR courses and alternative GWAR assessments is available at www.csulb.edu/gwar.

Effective Fall 2010, students who are taking the WPE for the first time will be required to satisfy the GWAR within two semesters of enrollment following their first WPE attempt. To ensure that the GWAR is satisfied within the specified time, students in this group must comply with the following requirements determined by their WPE score:

1. Students receiving scores of 11 or higher have satisfied the GWAR and may proceed with completion of other degree requirements.
2. Students receiving scores of 9 or 10 must enroll in a GWAR course and submit a portfolio at the end of the course. Students are expected to fulfill the GWAR within two semesters of enrollment following their first WPE attempt. Students are not generally permitted to attempt the WPE more than one time but in rare cases may be given permission for a second attempt by a GWAR advisor. Students who have questions about their next step or need help selecting an appropriate GWAR course should schedule an appointment with a GWAR advisor in the University Center for Undergraduate Advising, Horn Center, 103.
3. Students receiving scores of 8 or lower must complete English 301A in the following semester of enrollment, must complete a GWAR course in the subsequent semester of enrollment, and must satisfy the GWAR within two semesters of enrollment following their initial WPE attempt.

Students who attempted the WPE once prior to Fall 2010 may attempt the WPE a second time or may enroll

in a GWAR course and submit a portfolio for assessment. Students are not permitted to take the WPE more than two times.

Students with degrees from non-CSU campuses must either provide evidence of fulfilling a comparable non-CSU writing assessment or fulfill the CSULB GWAR. Assessments of writing competence from non-CSU campuses are evaluated by the GWAR Coordinator for their equivalence before they are accepted to fulfill the GWAR. The form for requesting approval of a non-CSU writing assessment is available at www.csulb.edu/testing.

Students can register for the WPE at Testing, Evaluation & Assessment, BH-216 (562)985-4007 or online at www.csulb.edu/testing. Students must pay a fee each time they take the test to cover the costs of test administration and scoring. Testing, Evaluation & Assessment offers three-hour workshops one to two weeks prior to each WPE date. Information about these workshops, the WPE workbook, and related services is available at BH-216 or at www.csulb.edu/testing.

The GWAR, Registration Holds, and Application to Graduate

If undergraduate students neglect to attempt the WPE by the time they earn 65 units or, if they are upper-division transfer students, in their first semester of residency, CSULB will place a hold on their privilege to register for classes. Students must register for and take the WPE to release these registration holds.

Students with compelling reasons can request deferrals at Testing, Evaluation & Assessment. In certain circumstances, students, with help from their faculty or staff advisors, may submit an appeal or contract to release a registration hold temporarily.

If students fail to comply with requirements to enroll in a GWAR course or to meet with an advisor, CSULB will place a hold on their privilege to register for classes. Students must meet with a GWAR advisor to release these registration holds.

Graduation

Dates and Requests to Graduate

The University awards degrees at the end of each of four terms in a year: January (work completed at the end of Winter session); May or June (end of the Spring semester); August (end of Summer Session); and December (end of the Fall semester.)

Seniors and graduate students who expect to receive degrees or Certificates at the end of any semester, winter or summer session must complete the Request to Graduate form and/or Certificate form well in advance. The appropriate request for Spring or Summer candidates must be filed by the preceding October 15, and for Fall or Winter candidates by the preceding March 1, at the Office of Enrollment Services. The names of candidates who file within these deadlines will appear in the Commencement Program published each Spring. Publication of names in the program does not constitute graduation from the university. Credential students should apply in the Credential Processing Office, located in the Graduate School of Education by February 1 for December completion and by October 1 for Spring and Summer sessions.

Requests to graduate submitted later than the deadline will be processed after those submitted on time. The degree will be granted once all requirements have been completed, but the student's name will not be printed in the Commencement Program.

Completion of Records and Requirements

Prior to receiving a degree, students are responsible for the following:

- Insuring that the university has received official transcripts of all work completed at other institutions. If graduation depends on any classes taken outside CSULB during the final semester or session, the transcript must be submitted by the announced date, approximately one month after the official graduation date.
- Completing all requirements for the degree, including the minimum number of units. Units will not be counted toward the minimum if they are above the acceptable total in certain categories, as listed in the degree requirements, or if they are a repetition of a course for which credit has already been counted. Any substitutions or waivers of course requirements must be submitted by the advisor.
- Completing all "In Progress" and "Incomplete" courses that are to be completed. No additional work may be completed after the degree is awarded. No grade can be changed after the degree is awarded, except for a change resulting from a grade appeal. Any Incomplete remaining on the record as of the graduation date will be counted as if it were an "F," with units attempted but no grade points earned, unless the instructor has specified on the Incomplete form that some other grade be recorded.

Degree Clearing

Final review of records begins three weeks after final exams in the student's last term. If all degree requirements are complete, the degree and any honors are added to the transcript. The transcript is the official verification of the degree.

It is the student's responsibility to submit records of all changes in the record no later than the last day of the final semester or session. Such materials include transcripts from other institutions and amendments, substitutions, waivers, and grade changes.

Honors for Undergraduate Students

I. Graduation with Honors

A. Latin Honors

The following grade-point average (GPA) criteria are used to identify undergraduate students eligible for the honors specified:

1. equal to or greater than 3.950 graduated summa cum laude,
2. equal to or greater than 3.750 but less than 3.950 graduated magna cum laude, and
3. equal to or greater than 3.500 but less than 3.750 graduated cum laude.

An undergraduate student may be considered eligible for honors at graduation provided that a minimum of 45 units are earned at California State University, Long Beach. For the first baccalaureate degree, the GPA shall be determined from units

earned at CSULB plus transferred units. For the second baccalaureate degree, the GPA shall be determined only by courses taken after the first degree was awarded that are also required by the second major.

B. Departmental Honors

With the approval of the dean of the college, departments may elect to award departmental honors to their graduates based on GPA and/or other criteria determined by the department. The number of honors awarded by a department shall be limited to three students or five percent of graduates, whichever is larger.

C. Notification

Honors will be noted on the diploma and transcript.

II. Honor Lists

Undergraduate students exhibiting outstanding scholastic achievement are honored by being included on the President's or Dean's List. A certificate will be issued for each semester in which the student receives this honor.

A. President's List

Students will be placed on the President's List to honor them for academic achievement each semester in which they complete 12 or more graded course units with a semester GPA equal to or greater than 3.750. Students earning fewer than 12 graded course units per semester will be placed on the President's List in the spring semester of the academic year in which they accumulate 12 or more graded course units with an academic year GPA equal to or greater than 3.750.

B. Dean's List

Students will be placed on the dean's list to honor them for academic achievement each semester in which they complete 12 or more graded course units with a semester GPA equal to or greater than 3.500 but less than 3.750. Students earning fewer than 12 graded course units per semester will be placed on the Dean's List in the spring semester of the academic year in which they accumulate 12 or more graded course units with an academic year GPA equal to or greater than 3.500 but less than 3.750.

Timely Graduation for Undergraduate Students

In order to provide access to the university's undergraduate major and minor programs for as many qualified students as possible, this policy is established to ensure timely graduation of undergraduate students.

Students may earn up to 120% of the number of units required for the degree in their declared primary major. Any additional degree objectives (e.g., majors, minors, certificates) must be able to be completed within the additional units allowed. For the purpose of defining unit limits in this policy:

Units transferred from other institutions in excess of 60 units will be excluded from the unit limits.

Units earned by Advanced Placement, International Baccalaureate, and other external exams, military credit, pre-baccalaureate unit credit, as well as unit credit by examination are excluded.

After earning 90 units, students may change degree objectives only if they submit a plan demonstrating that all

degree objectives can be completed within the 120% unit limit applicable to the higher unit major.

Students who have not already filed to graduate by the time they have earned 100% of the units required for the degree in their declared primary major must file to graduate and submit a plan to graduate within the unit limits defined in this policy.

Students requesting an exception to the limits in this policy should file a Timely Graduation appeal. The appeal must include a rationale and an advisor-approved plan to graduate.

If an exception is not approved, students whose plan to graduate exceeds 120% of the number of units required for the degree in their declared primary major may be subject to restrictions on enrollment. If the student has earned any major regardless of whether he or she has declared that major, a degree will be conferred in that major. If the student has not earned a major, enrollment will be restricted to courses required to graduate in the major for which graduation is most likely to occur in a reasonable time.

Honor Societies

- Phi Beta Kappa – Founded at the College of William and Mary in 1776, it is the oldest and most prestigious honor society for students of the liberal arts and sciences. A chapter was established at California State University, Long Beach in 1977.

Graduating seniors are elected to membership in Phi Beta Kappa on the basis of extraordinary scholarly performance at this University, after study of their records by faculty members who are themselves members of Phi Beta Kappa. No action on the part of the student is necessary to initiate consideration. Inquiries should be directed to the President of the University chapter of Phi Beta Kappa, Dr. Harold Schefski, Department of Romance, German, and Russian Languages and Literatures.

Two additional societies which may elect students from all academic areas are:

- Mortar Board – Founded in 1918 as an honor society focusing on scholarship, leadership, and service. Mortar Board was the first national honor society founded by and for college senior women, and the membership expanded to include men in 1975. The California State University, Long Beach Cap and Gown Chapter was founded in 1972, and grew out of an honor club established here by seven women in 1963. The Cap and Gown Chapter is one of over 200 Mortar Board Chapters, with a total national membership of over 250,000 dedicated, active scholars. Mortar Board's focus is on collaboration and balancing positive ideology with practical leadership building experiences. Mortar Board holds that both community service and dedication to academic excellence must remain constant in order to provide a full college career. Membership is extended to service-oriented CSULB seniors who maintain a minimum 3.0 cumulative GPA.
- Phi Kappa Phi – Founded in 1897 at the University of Maine, it is the oldest and largest national honor society which recognizes and encourages superior scholarship in all academic disciplines. Chapter 86 was established at California State University, Long Beach, in 1963. Admission to Phi Kappa Phi is by invitation only and requires nomination and approval by the chapter and national society. Membership for juniors, seniors, and graduate students is based on integrity of character, one

year residence in the University, and outstanding scholarship. Inquiries should be directed to the President of the University chapter of Phi Kappa Phi, Dr. C. J. Walter, c/o College of Business Administration.

Other societies may limit membership to particular academic areas. Among these organizations at California State University, Long Beach are the following:

- Beta Alpha Psi (Accounting) — National scholastic fraternity to give recognition to excellence in the field of accounting.
- Beta Gamma Sigma (Business Administration) — National honorary business society to recognize superior academic performance.
- Chi Epsilon (Civil Engineering) — National honor society open to Civil Engineering majors with a 2.9 GPA.
- Chi Sigma Iota (Counseling) — International honor society open to graduate students with a GPA of 3.5, scholars, and practitioners in the counseling profession.
- Eta Kappa Nu (Electrical Engineering) — National honor society furthering area interests and promoting scholarship. GPA requirement for seniors is 2.8, for juniors 3.0.
- Kappa Delta Pi (National honor society for teachers) — encourages high professional, intellectual, and personal standards. Recognizes outstanding contributions to education.
- Kappa Tau Alpha — National honor society that recognizes academic excellence and promotes scholarship in journalism and mass communication.
- Omicron Nu (Family and Consumer Sciences) — National honor society recognizing superior scholarship and promoting leadership and research in the field of Family and Consumer Sciences.
- Phi Alpha (Social Work) — National honor society to improve the goals of social work on campus. GPA requirement 3.0.
- Phi Alpha Theta (History) — National honor society in history, founded to promote the study of history through the encouragement of research, good teaching, publication, and the exchange of learning and ideas among historians.
- Phi Beta Delta (International Education) — National society, founded at CSULB, recognizes students from all disciplines with high GPAs and extensive involvement in international education or international studies.
- Phi Delta Gamma (Scholarship) — National honor society which fosters academic achievement and professional preparation.
- Phi Delta Kappa (Education) — National organization which promotes service, research, and leadership in education. Members include both students and faculty.
- Phi Epsilon Kappa (Physical Education) — National society for recognition in sports and physical education. 3.0 GPA requirement and faculty recommendation.
- Phi Mu Alpha-Sinfonia (Music) — National organization for students in music. Promotes music in America, especially contemporary American music.
- Phi Alpha Alpha (Public Administration) — National society to encourage scholarship among students of public administration.
- Phi Sigma Tau (Philosophy) — National honor society for students with a strong undergraduate concentration in philosophy.
- Pi Kappa Lambda (Music) — National honor society for scholastic achievement in music.
- Pi Lambda Theta (Education) — National organization for undergraduate and graduate students. Purpose is to maintain high standards of scholarship and preparation for teaching.
- Pi Mu Epsilon (Mathematics) — National honor society recognizing distinction in mathematics.
- Pi Sigma Alpha (Political Science) — National honor society for political scientists. Open by invitation to upper-division and graduate students with a 3.0 GPA.
- Pi Tau Sigma (Mechanical Engineering) — National honorary fraternity encouraging and recognizing outstanding scholastic achievement of students in the field.
- Psi Chi (Psychology) — National honor society recognizing distinction in Psychology. Sponsors research and other participation in psychology.
- Sigma Alpha Iota (Music) — National organization for women in music. Aims to further the development of music in America through performance, study, and participation in both campus and community projects.
- Sigma Delta Pi – Capítulo Pi Chi — One of the purposes of this society is to honor those who attain excellence in the study of the Spanish language and in the study of the literatures and cultures of the Hispanic World.
- Sigma Theta Tau (Nursing) — International honor society recognizing superior scholastic achievement, leadership, and community service in nursing.

CSULB Alumni Association

The CSULB Alumni Association is the link between the University and its more than 230,000 graduates to garner their support for The Beach.

It sponsors various alumni programs, communication vehicles to inform alumni about their alma mater, and supports the University with departmental grants and student scholarships including the prestigious President's Scholars Program.

The Association is governed by a volunteer board of directors who serve as alumni ambassadors for the university, promote its mission, and reconnect alumni with the institution. Other volunteers assist with its other programs such as Homecoming, commencement hospitality, Concerts in the Grove, and other events.

Membership dues for CSULB graduates and credential holders is a one-time \$49 fee. For non-graduates, including alumni who took CSULB classes but did not graduate, the fees is \$49 for the first year and \$25 annually thereafter.

The main benefit for members is to keep informed about their alma mater through its magazine "Beach Connection" and e-communiques. In addition, members have access at all CSU libraries (check with campus library for alumni restrictions), discounts at the Carpenter Performing Arts Center events and home 49er athletic games, discount on rental of the Earl Burns Miller Japanese Garden, access to various group insurance policies (medical, home, auto, life, etc.), the CSULB Alumni Association Credit Card through Bank of America, etc. Alumni also can access the CSULB Career Development Center for an annual fee.

For more information about the CSULB Alumni Association, check the website at www.csulb.edu/alumni or call 562.985.5252.

Giving at the Beach

Beach Fund

Though CSULB is a publicly supported institution, generous contributions to the Beach Fund are critical to keeping the University thriving. Supporting the Beach Fund allows the President and Deans to address the ongoing, immediate needs of the University. Contributions to all areas enhance state support and student fees to provide all students with access to a quality education. Such areas most impacted by your support are:

- Student Success and Access
- Teaching and Discovery
- Creativity and Innovation
- Science and Technology
- Global and Community Engagement

None of these successes can be accomplished with state funding alone. More than 20,000 alumni, parents and friends of the University contribute to the Beach Fund each year. Gifts to the Beach Fund make it possible for our gifted students to earn the lifelong benefits of a quality CSULB education and protect the value of degrees already earned. Please feel free to contact the Office of Annual and Special Giving by phone at (562) 985-5294 or via email at annualgiving@csulb.edu.

Senior Gift Campaign

Every graduating senior is contacted near graduation to initiate a pledge in support of the campus. Seniors are asked to donate \$125 to purchase a brick to be permanently placed in the Alumni Brick Plaza. Gifts of \$124 or less are designated to the Annual Fund to be used for essential campus needs. Seniors have proven to be generous and loyal donors to the University.