

**GRADUATION REQUIREMENTS FOR BACCALAUREATE  
DEGREES AND ACADEMIC CERTIFICATE PROGRAMS**

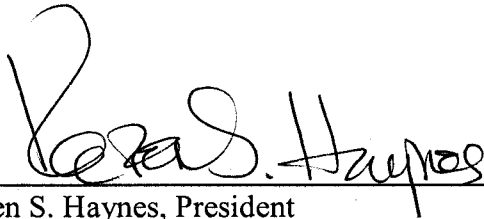
**Effective Date: 8/24/2010**

---

Definition                      Unit requirements for all degree undergraduate programs, minors, and academic certificate programs, and representation on diplomas and transcripts

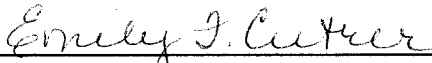
Authority                        Title V, CSU, and the President.

Scope                            All CSUSM undergraduate and academic certificate programs.



Karen S. Haynes, President

2/25/10  
Approval Date



Emily F. Cutrer, Provost & VP for Academic Affairs

2/18/10  
Approval Date

First Revision: 8/24/2010  
Implemented: 02/08/2005

Approved by the Academic Senate 12/02/2009

**GRADUATION REQUIREMENTS FOR BACCALAUREATE  
DEGREES AND ACADEMIC CERTIFICATE PROGRAMS**

*Academic Affairs*  
**POLICY**  
**APC 265-03**

**Effective Date: 8/24/2010**

---

**I. UNIT REQUIREMENT**

Every baccalaureate degree requires completion of a minimum of 120 semester units. Some choices of majors will require more than 120 semester units; the descriptions of each major specify how many units are required.

At least forty (40) units shall be in upper-division credit and no more than seventy (70) units may be transferred from a community college.

**II. MAJOR REQUIREMENTS**

Every baccalaureate degree must include an approved major. A major for a Bachelor of Arts degree must include at least twenty-four (24) units exclusive of units used to meet the General Education requirement and a major for a Bachelor of Science degree must include at least thirty-six (36) units exclusive of units used to meet the General Education requirement. For a Bachelor of Arts degree, at least twelve (12) units required in the major shall be upper-division courses, and for a Bachelor of Science degree, at least eighteen (18) units required for the major shall be upper-division. Most majors require more than these minima.

**III. MULTIPLE MAJORS**

It is possible for a student to complete more than one major within one degree (for example, a B.A.). Each major must consist of at least 24 semester units that are completely separate and distinct from the other majors' requirements and General Education. To be recognized as graduating with multiple majors, a student must declare the additional major(s) with the appropriate discipline or program no later than the beginning of the student's final year of study. The completion of additional majors within one degree will be noted at the time of graduation by appropriate entries on the student's transcript and on the diploma. Majors appear on the diploma in the order in which the student has designated them to be the first major, second major, etc.

It is also possible for a student to complete a major (or majors) in one degree concurrently with additional majors from a different degree (for example, a major in a B.S. concurrently with another major from a B.A.). Each major must consist of at least 24 semester units that are completely separate and distinct from the other majors' requirements and General Education. By declaring which major is the first major, second major, etc., the student also declares the order in which the degrees, and the majors leading to these degrees, appear on the diploma and transcript. Students must make this declaration no later than the beginning of the student's final year of study.

**IV. MINORS**

An undergraduate student may elect to complete one or more minors; this is not a degree requirement. After the first minor, each subsequent minor must contain twelve units beyond those used for major requirements and other minors. Students may not declare or receive a

**GRADUATION REQUIREMENTS FOR BACCALAUREATE  
DEGREES AND ACADEMIC CERTIFICATE PROGRAMS**

**Effective Date: 8/24/2010**

minor in the same subject or title as the major. Unless the description of the major(s) and minor contain additional stated restrictions, there is no restriction on double-counting units in the major(s) and the first minor that a student declares. Minors are awarded as part of a baccalaureate degree. The completion of a minor will be noted on the student transcript, but not on the diploma.

**V. ACADEMIC CERTIFICATES & CERTIFICATE PROGRAMS**

Cal State San Marcos grants certificates to individuals who complete certificate programs that enhance major requirements or credential programs. A certificate is issued upon the successful completion of an academic certificate program. The university acknowledges the completion of a certificate by recording it on the student transcript, but not on the diploma.