

Graduation Requirement Checklist

Anticipated Graduation Month/Year: _____

Name: _____ H# _____

Degree: _____ Major: _____

Minor: _____

1. Prior to completing 110 hours students should complete the **graduation degree evaluation** with their advisor and submit it with the **request for degree** to the Registrar's Office. May or July graduates should file their request early in the fall semester of the senior year. December graduates should file early in the spring semester of the senior year. Submitting documents a year in advance will assist students and advisors to make adjustments for missing requirements.
2. Complete and pass a minimum of **128 semester hours**. Some majors require more hours.
3. Complete and pass **96 hours** of formal instruction (classroom instruction, on-line courses, independent study, co-op and field work, contract courses, validation, correspondence courses). Credit earned without formal instruction (AP, CLEP, IB, credit by examination) does not count toward the 96 hours.
4. Complete and pass **45 hours** of upper-level work (courses numbered 250 through 499 at Harding). Transfer courses numbered 300 through 499 are counted as upper-level. Courses completed at a two-year college are not considered upper-level.
5. A minimum of **60 hours** must be completed at a four-year school.
6. Complete and pass at least **32 hours** in residence at Harding.
7. Complete and pass at least **23 of the last 32 hours** in residence at Harding. Students may only complete 9 hours of their last 32 at another college.
8. Earn a GPA of **2.00 in all work**; some majors require a higher GPA.
9. Earn a GPA of **2.00 in your major**; some majors require a higher GPA.
10. Transfer students must earn a **2.00 GPA** in all courses taken in their **major at Harding**.
11. Transfer students must earn a **2.00 GPA in all work** taken at Harding.
12. Transfer students must earn at least **9 advanced-level hours in their major** at Harding. Transfer Bible majors must complete 10 advanced-level hours.
13. Complete and pass all Liberal Arts, textual bible, and major requirements as outlined in the catalog.
14. All students must satisfy the **English Proficiency** requirement. (Students must take the English Proficiency exam before earning 105 hours. See the catalog for further details.)

I have reviewed these requirements with my advisor and I understand that I must complete all requirements by the graduation date to be awarded my degree and to receive my diploma.

Student's Signature: _____ **Date:** _____

Advisor's Signature: _____ **Date:** _____