

**CHARLESTON SOUTHERN UNIVERSITY
OFFICE OF THE REGISTRAR
MANUAL OF PROCEDURES**

TITLE	NUMBER	PAGE	DATE OF INCEPTION
Recognition of Credit Earned which Satisfies Requirements in both (1) the Major and (2) the Minor or Second Major	R -55	1 of 1	September 11, 2001

Purpose: State how credit is applied when courses meet requirements for more than one major or minor.

- (1) Credit hours earned for any class are only counted once in the cumulative hours used for graduation, and are counted once on the student's transcript.
- (2) Credit hours earned for a class required in one's major that also meet the requirements in one's minor or second major may be recognized in both areas subject to:

During "degree checks" or "degree audits," credit hours which meet the requirements in more than one area (including Liberal Arts Core) will only be counted once toward the 125(+) hours needed for graduation. Recognition that the course satisfies the requirements for more than one major/minor will be noted or tracked by our computer system (Advising Module).

* **Exception:** The School of Business will apply the above policy except as follows:

Undergraduate students with a major in Business Administration and a minor (or second major) in Economics may not use the same upper level courses (300/400) to satisfy requirements in both areas.

- (3) For all Bachelor degree recipients at CSU, the graduation requirements include earning a **GPA of at least 2.0 in both the major and the minor** (see R-23). Courses included in this calculation are those which are listed in the catalog as Major/Minor Studies, Major/Minor Electives, or Professional Education.

Required and/or suggested courses listed as Prerequisites, Liberal Arts Core, Required Supporting Studies, and Suggested or Recommended Electives will not be calculated in the Major or Minor GPA for graduation purposes. However, in the event the Major/Minor requirements state that certain Liberal Arts Core courses are considered a part of the Major/Minor, those courses will be included in the GPA calculation.

- (4) All required courses necessary to complete a Major or a Minor will be listed in the Undergraduate Catalog in the appropriate section describing Majors and Minors.

By action of the Curriculum Committee:

Provost

September 11, 2001
Date