

Department of Psychology

Undergraduate Degree Plan Request Form

Initial each item to indicate you have reviewed and understand the policies, procedures, and degree requirements. Your degree plan will NOT be processed if any sections are left blank or if you fail to attach the minor/major degree plan.

I have reviewed the UH, Department & CLASS requirements and understand that:

A Minimum 120 hours of coursework are required to earn a degree. Of those hours, 36 hours must be advanced or junior/senior level (3000/4000). * **Note remedial, repeated, and any courses excluded by the department or CLASS will not be considered towards the hours required for the degree.**

Minimum 2.00 cumulative GPA in all UH coursework attempted is required for graduation. Transfer and test credits are not calculated into the UH GPA. Grades from courses that were repeated will be factored into the GPA, but the original letter grade will not be replaced.

Minimum 2.0 Psychology Major GPA is required. All psychology courses completed at UH will be used to calculate the major GPA.

Must complete a minor, double major, double degree, or senior honor's thesis and meet the minimum GPA requirements (no less than 2.00 GPA) for that department.

A maximum of 66 lower level hours may be transferred and applied towards the degree. Grades earned in transfer courses will not affect UH GPA.

Honors is calculated on the last 66 hours of course work. A minimum of 66 hours (excluding repeats & Test Credits) must be completed at UH in order to be considered for honors. Repeated courses, CLEP, AP, and Credit by Exam hours will not be counted towards the "66 hrs" required for honors. Transfer students with less than 66 UH hours will not be eligible to graduate with Latin honors.

The **last 30 hours of coursework must be completed at UH main campus** with no dual enrollment or new transfer work. Transferring anything during senior year will break the UH residency. Courses taken at UHCL, UHD, UHV, or any other campus are also considered transfer work.

Graduation applications must be submitted online through People Soft by the posted deadline. The graduation application deadlines are posted online at http://www.uh.edu/academics/catalog/general/academic_calendar.html. This process is not automatic, and late applications are not accepted. NO exceptions!

There are limitations on the number of PEB/KIN, MUSI, and DAN credits that may be applied for the degree. (Refer to catalog http://www.uh.edu/academics/catalog/las/las_degree_gen.html)

I confirm that I have reviewed the General Rules and Regulations, the College of Liberal Arts and Social Sciences section, AND the Department of Psychology section of the current undergraduate catalog for additional degree requirements, which may apply to my graduation and may not be outlined above.

1. What is your degree objective?

B.A. or B.S.

2. What are you pursuing as a minor, double major, or double degree?

Check the correct box below and submit a signed copy of the degree plan from THAT dept.

I am completing a minor in _____ (dept)

I am completing a senior honor's thesis.

I am completing a double major _____ (dept)*

I am completing a double degree in _____ (dept)*

I am a post-bac student and am not completing a minor or double major.

** Note the difference – a double major requires 120 hours (one diploma) whereas a double degree requires a minimum of 150 hours (two diplomas).*

3. Do you have a prior degree? (Bachelor's or Associates)

Yes No

4. Do you have any AP, CLEP, or Credit By Exam hours?

Yes No

If Yes, please indicate how many hours you have _____

Any Credit by Exam, AP, or CLEP credits must be posted in People Soft in order for it to be applied towards the degree. Contact University Testing Services, 226 SSC or 713-741-5444, if credits are missing or incorrect.

5. Do you have any transfer hours?

Yes No

If Yes, how many hours? _____

Transfer hours must be posted on People Soft in order to be applied towards the degree. If any transfer credits are missing or posted incorrectly, contact Office of Registration & Academic Records, 713-743-1010, Welcome Center.

6. Have you declared Psychology (not Pre-PSYC) as a major?

Yes No

If No, you must submit a general petition to the department to declare your major before you senior year. You will not be able to apply for graduation as Pre-PSYC.

7. Do you have any petitions for course equivalency or course substitutions? Yes No

If Yes, please indicate below and submit a copy of it if one is not already in your PSYC file.

8. In which semester do you intend to graduate? _____

Name _____

(Also include any aliases or former names to properly identify your file/records)

UH Id# _____ Phone _____

Address _____

City _____ State _____ E-mail _____

My signature verifies that I have read and understand the noted academic requirements and take full responsibility for any problems that may arise in the future for failing to abide by the catalog and policies above.

Signature: _____ Date: _____