



UNIVERSITY
OF HAWAII
HILO

Bachelor's Degree Planbook

*For students entering
Fall & Spring Semesters
2009-2010*

www.uhh.hawaii.edu/studentaffairs/advising/



Advisor and Advisee Responsibilities

Academic Advisors

- Are dedicated to the advising process and exhibit a caring attitude toward advisees
- Are accessible to students
- Help students clarify career/life goals as well as education goals
- Are familiar with institutional regulations, policies and procedures especially as they relate to academic and/or graduation requirements
- Monitor progress toward educational and career goals
- Assist students in selecting courses that reflect individual interests and abilities
- Assist students in decision-making skills
- Refer students to other appropriate campus resources
- Participate in advisor training sessions to keep informed and current

Advisees

- Recognize that advising is a shared responsibility and accept final responsibility for all decisions
- Clarify personal values, abilities and goals
- Prepare for advising sessions and bring relevant materials when contacting the advisor
- Contact and make appointments with the advisor when required or when in need of assistance
- Become knowledgeable about policies, procedures and requirements, i.e. add/drop deadlines, graduation, and general education policies

The role of your advisor is to assist you with educational choices. When you meet with your advisor, you will be expected to have a completed schedule with suitable alternate courses for your advisor to review. You should also come prepared with any questions you may have regarding courses (what a course is about, any prerequisites you may need, how often a course is offered, etc.), degree requirements, or academic policies or procedures. Advisors cannot be experts on all academic programs or aspects relating to a student's career at UH Hilo, such as financial aid, employment, etc., so an advisor may need to refer you to another office or individual for assistance with some matters.

In addition to course selection, an advisor should be able to assess your progress toward meeting degree requirements. Ultimately, however, the student is responsible for making sure that all degree requirements are met, so it is important that you read and follow the requirements and policies described in the UH Hilo Catalog.



UNIVERSITY
OF HAWAII
HILO

Bachelor's Degree Planbook 2009-2010

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The information presented in this Planbook is intended to supplement, not replace, the *UH Hilo 2009-2010 University Catalog*. All information and requirements may be subject to change.

First things first...

Keep this book! Your time at UH Hilo will go much smoother if you start keeping records of everything you do from the beginning. We recommend that you start a file or folder for all of your advising material and carry it with you or **keep it in a safe place** where you will be able to get to it on a regular basis and bring it with you to each advising session. You should follow the steps below each semester to prepare for advising and registration.

Step 1: Find the Online Course Registration Schedule

Continuing UH Hilo students have the opportunity to register early each semester. This usually happens in November for the following Spring semester and April for the following Fall semester. Around that time, the schedule will be posted online on the UH Hilo website at <http://www.uhh.hawaii.edu>. If you would like a paper copy of the schedule, you can purchase one at the UH Hilo Bookstore.

Step 2: Review Advising Tools

Remember your file or folder? It should contain the *UH Hilo University Catalog*, this *Bachelor's Degree Planbook*, and the *Course Registration Schedule*; along with a copy of your grades, a copy of your Transfer Credit Evaluation (if you're a transfer student), and other important documents pertinent to your academic progress.

Step 3: Select Courses

List a set of courses and some alternatives in case any of your first choices are closed by the time you are scheduled to register. Be sure to check out the course descriptions to find out more about courses and to see if prerequisites are required.

Step 4: Meet Your Advisor

If you're not sure who your advisor is, check online at www.uhh.hawaii.edu/studentaffairs/advising/advisors. Contact your advisor and schedule a meeting. Discuss your proposed set of courses and ask any questions you may have. Remember to be prepared for your meeting with your advisor, and also that advising is a shared responsibility between your advisor and (more importantly) YOU!

Step 5: Register

Instructions on how to register through My UH Portal are available online at myuhportal.hawaii.edu.

Welcome to UH Hilo!



Credits

What are “Credits”?

“Credits” is a term you will hear used a lot in college. Courses are assigned semester credit values based on the number of hours of study per week required of the students both in and outside of the classroom or laboratory. A 1-credit class will require less study and “homework” than a 3 credit class.

How many credits is each class?

Courses range from 1 to 5 credits. *Most* classes are 3 credits.

Full-time vs. Part-time Students

To be a full-time student, you must enroll in at least 12 credits. Keep in mind, however, that *to be on track to graduate in 4 years, you need to take an average of 15 credits per semester*. If you are registered for less than 12 credits during a semester you will be considered a part-time student.

Maximum Credit Load

Students will usually not be allowed to register for more than 18 credits per semester, including work taken through the College of Continuing Education and Community Service. Students who wish to take more than 18 credits per semester must have a cumulative GPA of 3.0 or better, and the written permission of the advisor and the appropriate college dean is required. Under no circumstances shall a student be allowed to register for more than 24 semester hours in any semester.

Semester Hours

Semester hours are the same thing as credits. Sometimes you will hear that you need so many *semester hours* in order to do something. This just means that you need to pass that many *credits* or *credit hours*.

Grades & GPA

Grades

Students receive one grade for each class taken. Your grade is determined by the results of course work, tests, and final examinations. Grades are indicated by letters that may also be followed by a plus or minus. Grades are used to determine your overall *Grade-Point Average*, or GPA. See the chart below for a total listing of possible grades:

Grade	Significance	Grade Points	Grade	Significance
A	Excellent	4.0	I	Incomplete
A-		3.7	CR	Credit
B+		3.3	NC	No Credit
B	Good	3.0	W	Withdrawal By Student
B-		2.7	S	Satisfactory (Graduate Division)
C+		2.3	NG	Work-in-Progress (Graduate Division)
C	Satisfactory	2.0	RD	Report Delayed (Faculty did not submit a grade by the deadline)
C-		1.7	CE	Credit by Institutional Examination
D	Poor	1.0		
F	Failure	0.0		

Grade Points

In the chart above, the letter grades (A - F) are each assigned a specific value in grade points per semester hour of credit (ranging from 4.0 to 0.0). To find out the total number of grade points you receive from a completed class, take the number of credits and multiply that by the grade point value of the final grade you received. For example, a final grade of a B- in a 3 credit class will earn 8.1 grade points ($2.7 \times 3 = 8.1$).

UH Hilo Grade-Point Averages (GPA)

Your GPA is determined by dividing your total number of grade points by the total number of credits that you have received a letter grade for (excluding I, CR, NC, or W). Your *semester* GPA is calculated using only one semester's grade points and credits, while your *cumulative* GPA is calculated using all work completed at UH Hilo.

Repeating Courses

You may choose to repeat any course in another semester for a different letter grade. Whatever grade you receive after repeating a course will be factored into your cumulative GPA, *whether it is higher or lower than your original grade!* **You can only enroll in the same course and receive a grade (including "W") three times, except for those courses identified in the Catalog as repeatable.**

Class Standing

Class Standing

At UH Hilo, students are divided into groups based on the number of credits they have completed. Use the following list to see which group you fall into:

Freshmen	0 - 24 semester hours (credits) earned (lower-division students)
Sophomores	25 - 54 semester hours (credits) earned (lower-division students)
Juniors	55 - 88 semester hours (credits) earned (upper-division students)
Seniors	89 or more semester hours (credits) earned (upper-division students)

Academic Warning / Probation / Dismissal

If your semester GPA is less than 2.0 you will be placed on *academic warning* and are encouraged to seek academic counseling. If your cumulative GPA drops below 2.0 you will be placed on *academic probation*. The next semester after being placed on academic probation you have a chance to raise your semester GPA above 2.0. If you do this, you will be placed on *continued academic probation* until you can raise your cumulative GPA above 2.0. If you are on academic probation (or continued academic probation) and your semester GPA and cumulative GPA both fall below 2.0 **you will be dismissed from the university.**

Course Numbering System

At UH Hilo, each class has a corresponding course number. It is important to keep track of the *lower division* and *upper division* credits that you take because most majors require you to complete 45 upper division credits before you graduate.

001 - 099	Developmental courses not applicable to your bachelor's degree
100 - 499	Courses which may be used to meet your bachelor's degree requirements
100 - 299	Initial or introductory classes (lower division)
300 - 499	More advanced or specialized courses (upper division)



Information for Transfer Students

1. Transfer Students with an A.A. Degree from Outside the UH System

Students transferring into the College of Arts and Sciences and Ka Haka 'Ula O Ke'elikōlani (College of Hawaiian Language) from outside the UH system with a transferable A.A. degree from an institution accredited by a U.S. regional accreditation agency will be exempted from the General Education Requirements, *unless specific course requirements are needed for a given major or specialty*. The A.A. Degree must be earned prior to the student's first semester at UH Hilo as a classified student. **Check with your advisor** and the 2009-2010 UH Hilo Undergraduate Catalog for a complete listing of your specific General Education Requirements.

The A.A. degree must have been completed prior to first starting at UH Hilo. This policy applies to students admitted to UH Hilo beginning with the Fall 1999 semester only.

2. Transfer Students with an A.A. Degree from Within the UH System

Students from within the UH system who have six credits or fewer to complete their University of Hawai'i community college A.A. degree may transfer to UH Hilo and be exempt from the UH Hilo General Education Requirements provided that they earn their community college A.A. degree in their first semester at UH Hilo.

3. Other Transfer Students

All other transfer students must fulfill the General Education Requirements appropriate to their degree program.

After you have been admitted to UH Hilo, the Admissions Office will process a Transfer Credit Evaluation (TCE). A TCE lists the courses from your previous institution for which you will receive transfer credit and lists the UH Hilo course equivalent (if any).

If a transfer course has an exact equivalent, and if that equivalent is a course that counts toward a General Education Requirement, it will automatically be applied toward that General Education Requirement.

Note: If you have any questions about transfer credits and/or their equivalents at UH Hilo, schedule an appointment to see your advisor. If you notice discrepancies, please visit the admissions office.

If you are a transfer student who has already met the General Education Requirements, skip to page 17 to learn about choosing a major at UH Hilo.



General Education Requirements

The General Education Requirement consists of **40 credits** of coursework in these areas:

Basic General Education Requirements	Area General Education Requirements
English Composition (3 credits)	Humanities (9 credits)
Quantitative Reasoning (3 credits)	Social Sciences (9 credits)
World Cultures (6 credits)	Natural Sciences (10 credits)

Be aware that the university occasionally adds to (and removes from) the General Education class list. You are responsible for following the General Education requirements listed in the *UH Hilo University Catalog* for the year you started the university as a degree candidate.

General Education Requirements are the same for all students pursuing a Bachelor of Arts (B.A.) degree, but they vary for students pursuing a Bachelor of Science (B.S.) or Bachelor of Business Administration (B.B.A.) degree. When choosing courses to fulfill General Education Requirements, make sure you follow the requirements for your specific program.

Note: A “checksheet” listing the requirements for each major is available from your advisor and on the Advising Center website.

General Education: English Composition Requirement

All entering freshmen, continuing or transfer students without English 100, and all students for whom English is not a native language must take the UH Hilo Writing Placement Examination (WPE).

Students for whom English is not a native language must also take the English Proficiency Test (EPT). Information and registration for both can be found on the following websites:

Writing Placement Examination: <http://www.uhh.hawaii.edu/academics/wpe/>

English Proficiency Test: <http://www.uhh.hawaii.edu/academics/eli/>

Once the requirement(s) above are met, register for one of the following courses:
(You **cannot** test out of ENG 100)

English:	ENG 100
	ENG 100T
	ENG 100 (HON)
English As a Second Language:	ESL 100
	ESL 100T

This requirement must be fulfilled before completing 24 credits at UH Hilo.

Based on your UH Hilo Writing Placement Exam, which first-year composition course will you need to take?

General Education: Quantitative Reasoning

Mathematics: **any MATH course numbered 100-298** (except 197, 199V, 299V).
(CS 102, which is cross-listed with MATH 111, is acceptable.)

Students should take the Math Placement Exam if they wish to take quantitative reasoning courses other than MATH 100, 107, 108, 121, and 206 or higher.

Note: The following majors have specific requirements under this category:

B.A.

Biology	MATH 115 or 205
Chemistry	MATH 205
Economics	MATH 115 or 205, <i>and</i> MATH 121 or QBA 260
Geology	MATH 115 or 205
Marine Science	MATH 205
Natural Science	MATH 115
Physics	MATH 205

B.S.

Astronomy, Biology, Computer Science, and Geology	MATH 205
Agriculture	Consult Agriculture Advisor
Environmental Science	MATH 205

B.B.A.

Business Administration	MATH 104F, 115, 205 or higher
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Many of the courses that satisfy this requirement have prerequisites. For further information, please read the course descriptions in the *UH Hilo Catalog* and **consult your advisor**.

Which math class should you take?

General Education: World Cultures

Earn **6 credits** from the following. Select two 2 courses to earn 6 credits.

Agriculture:	AG 230
Anthropology:	ANTH 100
English:	ENG 253, 254, 275
Political Science:	POLS 251
Geography:	GEOG 102
History:	HIST 151, 152
Indigenous Studies:	KIND 240
English/ Women's Studies:	ENG/WS 201, 202

Courses used to fulfill the World Cultures requirement **may not** simultaneously be used to fulfill other General Education Requirements for which they may also qualify.

Which two World Cultures courses do you want to take?

General Education: Humanities

All courses must be **100 - 200 level** (excluding 199 and 299).

Select 1 course from 3 of the following different academic areas to earn 9 credits: OR from two different academic areas plus one interdisciplinary course which is eligible for Humanities credit, such as Honors.

Complete 1 course in 3 of the following academic areas:

- Art
- Communication
- English
- Hawaiian and Indigenous Studies
- Interdisciplinary
- Languages (including Hawaiian and Indigenous)
- Linguistics
- Performing Arts (Music, Drama OR Dance)
- Philosophy
- Religious Studies

Which of these three different Humanities areas are you interested in taking courses in?

General Education: Social Sciences

All courses must be 100 - 200 level (excluding 199 and 299).

Select 1 course from 3 of the following different academic areas to earn 9 credits: OR from two different academic areas plus one interdisciplinary course which is eligible for Social Science credit, such as Honors.

Complete 1 course in 3 of the following academic areas:

- Anthropology
- Business (BUS 100 only)
- Economics or Agricultural Economics 201
- Geography
- History
- Interdisciplinary
- Political Science
- Psychology
- Sociology
- Women's Studies

Which of these three different Social Sciences areas are you interested in taking courses in?

General Education: Natural Sciences

All courses must be 100 - 200 level (excluding 199 and 299).

Complete 2 of 2 requirements.

1. **Lectures** - Select 1 course from 3 of the following academic areas:

- | | |
|--|--------------------------------|
| Agricultural Sciences (Only Aquaculture,
Animal Science, Horticulture,
Forestry, Plant Pathology, Soils) | Computer Science & Engineering |
| Astronomy | Environmental Science |
| Biology | Geology |
| Chemistry | Marine Science |
| | Mathematics |
| | Natural Sciences |
| | Physics |

2. **Laboratories** - Select 1 lab course from one of the following, preferably in the same semester as the corresponding lecture course from above:

- | | |
|-----------|----------------|
| Astronomy | Geology |
| Biology | Marine Science |
| Chemistry | Physics |

Note: Majors in the following areas have specific requirements under this category. **Consult with your advisor.**

- Agriculture
- Natural Sciences (Astronomy, Biology B.S., Chemistry, Computer Science, Environmental Science, Geology, Marine Science, Nursing, Physics)

Which of these **three** different Natural Sciences areas are you interested in taking courses in?

Which Lab class should you take?

Suggested First Semester Course Schedule for New Freshmen

If you are undecided on a major, follow the “combo” detailed below. If you know what you want to major in, it is important that you begin taking required courses in that major immediately. Consult the *UH Hilo University Catalog* and your advisor.

“Combo”

- * English 100 (or 100T or ESL 100)
(if you’ve taken the Placement Test)
- * a Mathematics course
- * an introductory course in a major that you’re considering
- * a Humanities / Social Sciences / World Cultures / or Natural Sciences General Education course

Notes:

- To be a full-time student, you must enroll in at least 12 credits. Keep in mind, however, that if you are on track to graduate in 4 years, you need to take an average of 15 credits per semester.
- To register for ENG 100, ENG 100T, ESL 100, or ESL 100T you must have taken the UH Hilo Writing Placement Test first.
- If you’re considering majoring in Business Administration, take BUS 100.
- All courses taken for the major, minor or a certificate must be taken for a letter grade except courses offered on a CR/NC basis only.

Hints For Success

- Know your deadlines! Don’t miss the last day to add or drop classes, pay your bill, withdraw with a “W” and other important dates. Use the **Academic Calendar** found in the *UH Hilo University Catalog* or online.
- Attend class! Regular on-time attendance in class is expected of *all* UH Hilo students. Missing class can lower your grade and cuts down on your chances of getting the grade you want.
- Use **your advisor**, and other academic support services offered on campus.
- Have fun! But remember to take care of yourself and others; mind, body and spirit.

Choosing and Declaring a Major

You must declare a major before registering for your Junior year, or after you earn 55 credits.

Choosing a Major

If you haven't yet decided on a major, you should select courses that are going to help you decide. Most introductory courses will count toward the General Education Requirements, so as you check out different fields you will also satisfy some requirements. Read the *UH Hilo Catalog*, talk to advisors, use the services of the Advising, Counseling and Career Centers, talk to your friends, and visit the following website: [www.uhh.hawaii.edu/student affairs/advising/](http://www.uhh.hawaii.edu/student%20affairs/advising/)

It is perfectly alright to enter the University unsure of your final direction, but you should not postpone thinking about potential majors. Quite a few majors take three or even four years to complete. If you delay your selection of a major until the end of your sophomore year, you may need more than four years to complete your degree.

Declaring a Major

Classified students may declare or change their major by completing a Declaration / Change of Major / Program Form. This form is available from the Office of the Registrar or Advising Center, as well as online and must be returned to the Office of the Registrar for processing by the deadline noted in the Academic Calendar.

Unclassified students must submit a Common Application Form to the Admissions Office to become classified before they may declare a major.

It is possible to declare more than one major. For details on how to do this, see page 23.

Minors

An academics minor is available in many departments (see list on next page). Declaring a minor allows a student to become knowledgeable in a field other than their major, but does not lead to a degree. Minors must be attached to a bachelor's degree.

Certificate Programs

Certificate programs are offered in 16 subject areas that students can earn either in addition to or instead of a baccalaureate degree, depending on the program. Students who are interested in pursuing a certificate must either have a bachelor's degree or be a candidate for a degree. For more information about program requirements contact the coordinator of each certificate program.

Degree Programs at UH Hilo

Bachelor of Arts (B.A.)

Administration of Justice
Anthropology
Art
Biology
(also offered as a Bachelor of Science)
Chemistry
Communication
Economics
English
Environmental Studies
Geography
Geology
(also offered as a Bachelor of Science)
Hawaiian Studies
History
Japanese Studies
Kinesiology & Exercise Sciences
Liberal Studies*
Linguistics
Marine Science
Mathematics
Natural Science
Performing Arts
Philosophy
Physics
Political Science
Psychology
Sociology

Minors

Agriculture
Anthropology
Art
Astronomy
Biology
Business Administration
Chemistry
Communication
Computer Science
Earth and Space Science
Economics
English
Geography
Geology
Hawaiian Studies
History
Japanese Studies
Linguistics
Marine Science
Mathematics
Philosophy
Physics
Political Science
Sociology

* *Liberal Studies* refers to a program in which students can design their own major. It is not the same as “*Liberal Arts*.”

Degree Programs at UH Hilo

Bachelor of Business Administration (B.B.A.)

Accounting
Business Administration

Bachelor of Science (B.S.)

Agriculture (with specializations in General Agriculture, Agribusiness, Agroecology and Environmental Quality, Animal Science [Options in either Sustainable Livestock Production or Pre-Veterinary], Aquaculture, Crop Production, and Tropical Horticulture)

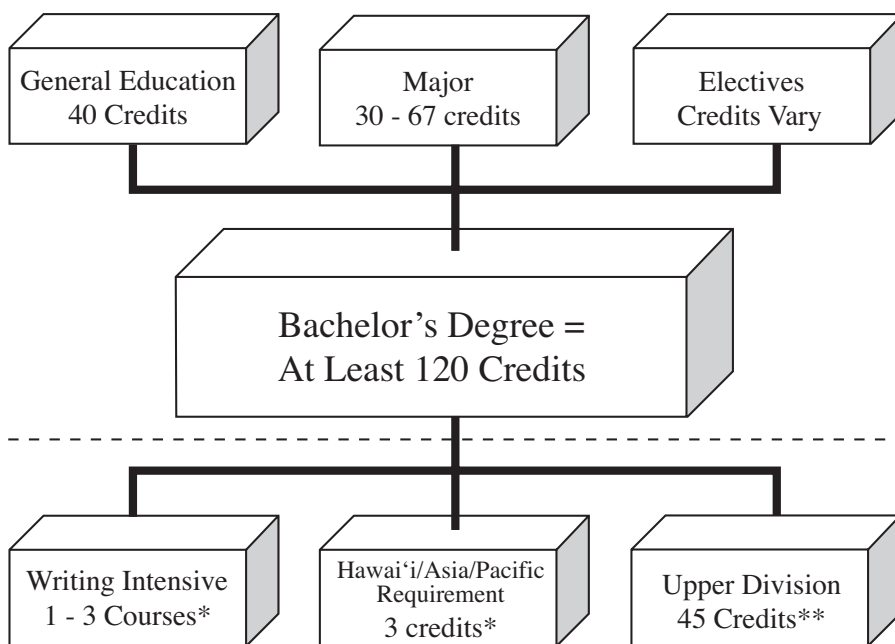
Astronomy
Biology (*also offered as a Bachelor of Arts*)
Computer Science
Environmental Science
Geology (*also offered as a Bachelor of Arts*)
Marine Science
Nursing

What are you interested in majoring in?

Graduation Requirements

The first thing you should know is that you need **at least 120 credits** to graduate. Don't worry, 120 credits does not mean 120 classes! Each class is comprised of a certain number of credits. *Most* classes are 3 credits.

Within this 120 credits there are specific requirements that must be met. In addition to the General Education Requirements that we have already talked about in this book that make up 40 credits, you will also have 30 or more required credits in your specific major. The remaining credits needed to graduate are your free choice, or *electives*. We'll talk more about those later, but now let's look at a break down of your 120 credits:



*Not required of College of Agriculture, Forestry, and Natural Resource Management (CAFNRM) students.

Most majors require a total of 45 Upper Division credits, however some do not. **Check with your advisor.

Graduation Requirements

What does that mean?!?

Ok, let's explain the chart a little more. *Above the Dotted Line* requirements comprise all of your classes. *Below the Dotted Line* are requirements that you will fulfill with the classes you take *Above the Dotted Line*.

Electives

If you add up the General Education Requirements and those courses required for your major, you will notice that they do not equal 120 credits. *Electives* are those courses needed to bring your credit total up to at least 120. *Electives* can be any course in the *UH Hilo Undergraduate Catalog*. Be creative, use these to explore your interests or use it as an opportunity to pursue a minor or a second major.

Upper Division Courses

Upper Division Courses are those courses numbered 300 and above. Most majors require a total of 45 upper division credits, however some do not. Check the *UH Hilo Catalog* or ask your advisor for your specific major's requirements.

Writing Intensive Requirement*

Freshmen entering UH Hilo's College of Arts and Sciences or Ka Haka 'Ula O Ke'elikōlani College of Hawaiian Language in either Fall 2009 or Spring 2010 are required to complete three *writing intensive* courses before they are eligible to graduate. At least one of these courses must be numbered 300 or above.

The number of *writing intensive* courses required for students **entering** UH Hilo is determined by the number of transfer credits accepted by UH Hilo. This information can be found in the table below. Like entering freshmen, transfer students must also have at least one *writing intensive* course numbered 300 or above.

	FR	SOPH	JR	SR
No. of accepted <i>transfer</i> credit hours	0 - 24	25 - 54	55 - 88	89+
No. of required <i>writing intensive</i> courses	3	3	2	1

Writing intensive courses are indicated in each semester's course schedule with a "**WI**" in the course title.

*Not required of College of Agriculture, Forestry, and Natural Resource Management (CAFNRM) students.

Hawai'i / Asia / Pacific Requirement

The Hawai'i / Asia / Pacific requirement is not part of the General Education Requirements. It is a separate graduation requirement meant to insure that all students take a minimum of three semester hours in courses whose content emphasizes Hawai'i, Asia, or some Pacific region, culture or theme. Courses used to satisfy this requirement **may also** be used for General Education and your major. Select courses **equal to 3 credits** from the following:

Anthropology:	ANTH 200(b)(c)(d)(e), 220, 347, 354, 356, 357, 358, 385, 386, 387, 435
Art:	ART 280, 380, 381, 385
Astronomy:	ASTR 220
Biology:	BIOL 156, 156L (1cr) , 190 (2cr) , 309
Chinese:	CHNS 101, 102, 201, 202
Communication:	COM 359, 456, 457
Economics:	ECON 310, 330, 381, 415
English:	ENG 323, 347, 365, 430
Geography:	GEOG 101L (1cr) , 120, 309, 326, 332, 335, 350, 385, 435, 496
Geology:	GEOL 205
Hawaiian:	HAW 100 (2cr) , 101, 102, 107, 201, 202, 207, 303, 304, 403, 404, 453, 454, 455
Hawaiian Studies:	HWST 111, 175, 176, 194, 205 (2cr) , 211, 213, 294, 394, 405 (1cr) , 461, 462, 471, 472, 473, 474, 494, 497
History:	HIST 274, 310, 311, 312, 313, 314, 316, 317, 318, 321, 331, 332, 333, 336, 392, 481
Honors:	HON 202, 203
Japanese:	JPNS 101, 102, 201, 202, 301, 302, 340, 365, 401, 425, 451, 452, 481
Japanese Studies:	JPST 101, 102, 201, 202, 301, 302, 310, 311, 314, 315, 330, 340, 353, 356, 358, 365, 375, 380, 381, 401, 425, 430, 450, 451, 452, 457, 481, 494
Linguistics:	LING 347, 451, 452, 453, 454, 455
Management:	MGT 333
Marine Science:	MARE 140, 140L (1cr) , 156, 190 (2cr) , 310
Marketing:	MKT 333
Music:	MUS 175, 176, 375
Natural Resources:	NRES 320
Nursing:	NURS 350
Philosophy:	PHIL 101, 300, 301, 302, 430, 435, 450
Physics:	PHYS 120
Political Science:	POLS 351, 353
Psychology:	PSY 323, 360, 475
Religious Studies:	RELS 152, 302, 303, 304, 315, 385, 410, 430, 435, 450
Sociology:	SOC 480
Women's Studies:	WS 330

Note: This requirement does not apply to students in the College of Agriculture, Forestry, and Natural Resource Management (CAFNRM).

Graduation Requirements Wrap-Up

That's it! You now know all that you need to know to be successful during your time at UH Hilo. Well, *almost*. Here are some things to keep in mind that will insure you are able to graduate when you have earned at least 120 credits:

- Satisfactorily complete the General Education Requirements
- Complete the program of courses prescribed by your major
- Earn at least a 2.0 cumulative GPA as well as a 2.0 GPA in courses required for the major and minor (if any). History majors must earn a 2.8 GPA in their major
- Acquire the total number of semester hours required for the specific degree
- Earn a minimum of 30 semester hours in the college from which a degree is sought
- Earn at least 45 credits in courses at the 300 - 400 level (unless otherwise stated)
- Be registered and in attendance at the University of Hawai'i at Hilo during the semester or summer session in which the degree is granted
- Earn at least 3 credits from courses on the Hawai'i / Asia / Pacific list (College of Arts & Sciences only)
- Meet the Writing Intensive course requirement
- Meet all requirements of your respective college and department

Double Majors and Double Degrees

Some people choose to complete the requirements of two majors in pursuit of one degree. This is called a *double major*. Requirements for both majors must be completed before the degree is awarded.

If you complete the requirements for two majors in two different colleges or the requirements for a Bachelor of Arts (B.A.) and a Bachelor of Science (B.S.) degree within the same college, you will be awarded two bachelor's degrees and two diplomas. This is called a *double degree*.

Whether you elect a double major or a double degree, *you complete only one set of General Education Requirements*. You must, however, meet all General Education Requirements prescribed by both majors.



Graduation Requirements* Worksheet

2009-2010
Academic Year

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* Bachelor of Arts. Students pursuing Bachelor of Science or Bachelor of Business Administration degrees must complete specific courses which fulfill some of the categories below.

Student Name

General Education

I. General Education Basic Requirements

A. English Composition Requirement (3)

1. Eng 100 or Eng 100T or ESL 100 or ESL 100T

B. Quantitative & Logical Reasoning (3)

1.

C. World Cultures (6)

1.

2.

II. Area Requirements

A. Humanities (9)

1.

2.

3.

B. Social Sciences (9)

1.

2.

3.

C. Natural Sciences (10)

1.

2.

3.

Lab

General Education Credits

Total Accumulated

Other Requirements

III. Hawai'i/Asia/Pacific Requirement (3)

1.

IV. Writing Intensive Requirements

Major Requirements

Total Accumulated

Upper Division Credits

Total Accumulated

Elective Credits

Total Accumulated

Total**

(General Education + Major +
Upper Division + Elective Credits)

**Must equal at least 120 credits to graduate.

This is a course planning worksheet. Please see catalog for a complete statement of all degree requirements.

Semester Schedules

20 ____ - 20 ____

FALL		SPRING		SUMMER	
Course	Credit	Course	Credit	Course	Credit
Semester total		Semester total		Semester total	

20 ____ - 20 ____

FALL		SPRING		SUMMER	
Course	Credit	Course	Credit	Course	Credit
Semester total		Semester total		Semester total	

20 ____ - 20 ____

FALL		SPRING		SUMMER	
Course	Credit	Course	Credit	Course	Credit
Semester total		Semester total		Semester total	

Semester Schedules

20 ____ - 20 ____

FALL		SPRING		SUMMER	
Course	Credit	Course	Credit	Course	Credit
Semester Total		Semester Total		Semester Total	

20 ____ - 20 ____

FALL		SPRING		SUMMER	
Course	Credit	Course	Credit	Course	Credit
Semester Total		Semester Total		Semester Total	

20 ____ - 20 ____

FALL		SPRING		SUMMER	
Course	Credit	Course	Credit	Course	Credit
Semester Total		Semester Total		Semester Total	



**Bachelor's Degree Planbook
Advising Center**

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