

INFORMATION CONCERNING GENERAL RULES, REGULATIONS AND MINIMUM REQUIREMENTS

TOTAL HOURS: A minimum of 120 semester hours acceptable toward graduation must be completed.

UPPER-DIVISION HOURS: A minimum of 48 upper-division semester hours acceptable toward graduation must be completed. OU courses numbered 3000 or above are upper-division. Transfer work is counted as lower-division or upper-division credit depending on the level at which it was offered at the institution where it was earned. Two-year college work is accepted only as lower-division credit.

ARTS AND SCIENCES HOURS: At least 80 semester hours of liberal arts and sciences courses are required for a BA degree. At least 55 semester hours of liberal arts and sciences courses are required for a BS degree.

MAJOR WORK: A minimum of 30 semester hours must be earned in the major, including a minimum of 15 credit hours at the upper-division level.

PASS/NO PASS ENROLLMENT: A maximum of 16 semester hours of free elective credit may be attempted under this option.

INDIVIDUAL STUDIES (e.g., courses titled “Independent Study”): A maximum of 12 total semester hours may be counted toward graduation, excluding Honors Reading and Honors Research.

P.E. COURSES: No physical education activity courses will be counted toward the 120 semester hours of acceptable credit for graduation.

SENIOR INSTITUTION HOURS: A minimum of 60 semester hours applied toward graduation must be earned at senior (4-year) institutions.

RESIDENCY:

- At least 15 of the final 30 hours applied toward the degree or at least 50 percent of the hours required by the institution in the major field must be satisfactorily completed at the awarding institution.
- At least 15 semester hours of upper-division major work must be completed in residence at OU.
- OU correspondence courses are *not* considered resident credit.
- Credits earned via examination are neither resident nor nonresident credit.

GRADE POINT AVERAGES: Students must earn a minimum overall 2.00 for each of the following: Combined Retention GPA (all college grades), OU Retention GPA, GPA for all major courses, and GPA for all major courses taken at OU. Some schools and departments of the College have higher minimum grade point averages required for their students.

SPECIAL DEGREES: Students may qualify for an Honors degree (cum Laude, Magna cum Laude, or Summa cum Laude) by completing specific requirements of the Honors College. A degree will be earned with Special Distinction if the student completes at least 60 semester hours at OU with at least a 3.60 combined retention GPA and OU retention GPA. A degree will be earned with Special Distinction if the student completes at least 60 semester hours at OU with at least a 3.90 combined retention GPA and OU retention GPA.

APPLICATION FOR GRADUATION: Students must apply for graduation during the term in which they complete their degree requirements in order to graduate in that term. The graduation application is available on line on your Ozone site. Deadlines for the OU Graduation Application are: **March 1** for Spring certification and the University of Oklahoma Commencement book; **July 1** for Summer graduation certification; and, **October 1** for Fall graduation certification.

Refer to the OU General Catalog for more complete information.

Suggested Semester Plan of Study — Public and Nonprofit Administration - B806

This plan shows one possible grouping of courses that would allow students to graduate in four years. Please refer to the front of the degree checksheet for official requirements. Students must consult with College of Arts and Sciences and Department of Political Science academic advisers to verify that courses selected each semester fulfill the recommended plan and satisfy university, College of Arts and Sciences, and Public Affairs and Administration major requirements.

Year	FIRST SEMESTER	Hours	SECOND SEMESTER	Hours
FRESHMAN	ENGL 1113, Principles of English Composition (Core I)	3	ENGL 1213, Principles of English Composition (Core I), or	3
	HIST 1483, United States 1492-1865, or 1493, United States 1865-Present (Core IV)	3	EXPO 1213, Expository Writing (Core I)	3
	Understanding Artistic Forms (Core IV)	3	MATH (Core I)	3
	Free Elective, lower-division	3	P SC 1113, American Federal Government (Core III)	3
	Free Elective, lower-division	3	Natural Science without lab (Core II)	3
	Free Elective, lower-division	3	Western Civilization & Culture (Core IV)	3
	TOTAL CREDIT HOURS	15	TOTAL CREDIT HOURS	15
SOPHOMORE	P SC 2173, Administration and Society	3	ECON 1123, Principles of Economics–Micro	3
	Beginning Foreign Language (Core I)	5	P SC 2013, Introduction to Political Analysis	3
	Non-Western Culture (Core IV)	3	P SC 2223, Making Public Policy	3
	Free Elective, lower-division	3	Beginning Foreign Language continued (Core I)	5
		3		3
	TOTAL CREDIT HOURS	14	TOTAL CREDIT HOURS	14
JUNIOR	Public Administration Major Elective, upper-division (3000-4000-level)*	3	Public Administration Major Elective, upper-division (3000-4000-level)*	3
	Public Administration Major Elective, upper-division (3000-4000-level)*	3	Public Administration Major Elective, upper-division (3000-4000-level)*	3
	Humanities, upper-division, outside major (Gen. Ed.)	3	Humanities, upper-division, outside major (Gen. Ed.)	3
	Intermediate Foreign Language	3	Free Elective, upper-division (3000-4000-level)	3
	Natural Science with lab (Core II)	4	Free Elective, upper-division (3000-4000-level)	3
		3		3
	TOTAL CREDIT HOURS	16	TOTAL CREDIT HOURS	15
SENIOR	American Political Institutions Major Elective, upper-division†	3	P SC 4203, Capstone Seminar in Public Affairs & Admin. (Capstone)	3
	Public Administration Major Elective, upper-division (3000-4000-level)*	3	Free Elective, lower- or upper-division	3
	Public Administration Major Elective, upper-division (3000-4000-level)*	3	Free Elective, lower- or upper-division	3
	Free Elective, lower- or upper-division	1	Free Elective, upper-division (3000-4000-level)	3
	Free Elective, upper-division (3000-4000-level)	3	Free Elective, upper-division (3000-4000-level)	3
	Free Elective, upper-division (3000-4000-level)	3		3
	TOTAL CREDIT HOURS	16	TOTAL CREDIT HOURS	15

*The eighteen hours in public administration and public policy major elective courses must be chosen from the following: P SC 3043, 3113, 3123, 3133, 3170, 3173, 3183, 3193, 3220, 3233, 3243, 3253, 3263, 3273, 3313, 3323, 3593, 3761, 3771, 3781, 3910, 3913, 3960, 3970, 3980, 3990, 4023, 4033, 4043, 4143, 4153, 4193, 4213, 4220, 4223, 4233, 4243, 4603, 4990, or NPNG 2033, 3033, 3910, 4033, 4203, 4303, 4503. A maximum of six hours credit from 3910, 3960, 3980, 3990, 4023, 4033, or 4990. Each course may be taken only once. Course content must be Public Affairs and Administration related.

† The American Political Institutions Major Elective must be chosen from: P SC 3113, 3143, 3163, 4273, or 4283.

Bachelor’s degrees require a minimum of 48 hours of upper-division (3000-4000) coursework.

This plan of study should not be used in lieu of academic advisement.

Students who transfer from other institutions (particularly community colleges) must verify credit hour and course requirements with their college academic counselor, ELLH 124, 325-4411, <http://ou.edu/cas>. Please make an appointment for a degree check with your college academic counselor once you have earned 90 hours. Appointments may be scheduled at <https://iadvice.ou.edu/>.