

## Some of the more important rules to keep in mind for graduation:

- 1) **To graduate from DU**, you must either:
  - a) declare a major *and* a minor, OR
  - b) declare a double major (two departments), OR
  - c) declare an area major (two or more departments).
- 2) You must file an **application for graduation** at least three quarters ***before*** you intend to graduate. The graduation application is done through PioneerWeb; instructions can be found [here](#). Make sure you choose the **BA** category for a Sociology or Criminology major.)
- 3) **To add or change a major OR a minor**, you need a [form](#) from the Registrar's Office or the Center for Academic and Career Development. If you're currently a Sociology major and want to switch over to be a Criminology major (or vice versa), you **MUST** do an official "declaration or change of major" form—so bring a "change" form over to Professor Gordon in SH 427 for signature. **\*\* NOTE: You CANNOT double major in Sociology and Criminology, nor can you major in Soc and minor in Crim (or vice versa). \*\***
- 4) You need a minimum of **183 completed hours** (*with appropriate grades*) in order to graduate with a BA degree. Of the 183 hours:
  - a) At least 75 hours must be at the upper-division level (i.e., courses with course numbers at the 2000- or 3000-level);
  - b) Only 60 quarter hours may come from *any one department*—no matter where the courses are listed on your APR. So anything that's listed with a SOCI prefix counts toward the 60-hour maximum in Sociology or Criminology. If you go over the limit, the courses *WON'T* count toward your minimum degree requirements. (Exceptions must be taken to the Academic Exceptions Committee; there's no guarantee that petitions will be approved.)
  - c) The final responsibility for completing graduation requirements rests with the student, per the *Undergraduate Bulletin*.
- 5) **All grades in the major and minor must be earned at the level of "C-" or better, and the GPA in the major and the minor must be at least 2.0**, therefore Ds and Fs in Soc or Crim courses aren't going to count toward major/minor requirements (although they do figure into your major/minor GPA).
- 6) At least 50% of the required credit hours for the major and minor must be completed *in residence at the University of Denver*. (Contact [Hava Gordon](#) with questions about transfer credit *well before* you intend to graduate. Also, please note that the study abroad and transfer coursework approval process is automated and done through your PioneerWeb account; see "[work flow directions](#)" if you need information on this process.)
- 7) DU has an **academic residence requirement** that states that "the last 45 quarter hours earned prior to granting a degree must be completed at the University of Denver, apart from approved study abroad participation." Deviations to this residence requirement should be discussed (in advance) with a counselor at Academic Advising.
- 8) Applications for [independent and directed study](#) are available through the Registrar's Office. Please be aware that there are specific GPA, status, and credit hour requirements that must be met before you may apply for independent study or directed study (see back of application form for details).
- 9) Additional degree requirements are noted in DU's *Undergraduate Bulletin*, which can be found on the Registrar's website; the link is: <http://bulletin.du.edu/>; make sure you choose the *UNDERGRADUATE* Bulletin on that page.

## Additional notes:

- 1) All first-year students should meet with their FSEM mentors to review their schedules and have their PINs deleted. We expect all majors at the level of sophomore and above to meet with their [assigned Sociology/Criminology advisor](#) quarterly for advising and PIN deletion.
- 2) Our methods sequence (SOC 2005: Sociological Imagination & Inquiry-Part A and SOC 2006: Sociological Imagination & Inquiry-Part B) must be taken in sequence *within the same academic year*. Additionally: Sociology and Criminology majors must **SUCCESSFULLY COMPLETE** SOC 2005 (Methods-Part A), with a grade of C- or better, in order to register for/complete SOC 2006 (Methods-Part B). [Students who do not hit that C- cutoff in Part A will need to re-take the class to attain the required grade before they can move forward to Part B.]
- 3) A note regarding Special Topics courses: these courses may only be taken 4 times for credit. While the department offers quite a few totally distinct classes with the Special Topics course number of SOC 2701—the Registrar’s Office still holds students to this rule; if you take 5 or more courses with this course number, you will be required to petition the Academic Exceptions Committee, so it’s important that you watch your courses carefully.
- 4) ALL SOCIOLOGY AND CRIMINOLOGY MAJORS are required to complete a 0-credit assessment course before graduation (SOC 3999 for Sociology majors and SOC 3998 for Criminology majors). These courses involve an on-line assessment (test) of your knowledge of the discipline, based on courses taken. (Although reviewed, the test is not actually graded, the course has no tuition cost, and it’s a small time commitment—so it’s nothing to worry about—but it is required.) There are specific prereqs that must be **successfully completed** before you can register for the assessment, per the lists below:

### *Sociology (SOC 3999) pre-reqs:*

SOC 1810 (Understanding Social Life)  
SOC 2005 (Methods—Part A)  
SOC 2006 (Methods—Part B)  
SOC 2020 (theory)  
SOC 2420 (Social Inequality)

### *Criminology (SOC 3998) pre-reqs:*

SOC 1810 (Understanding Social Life)  
SOC 2005 (Methods—Part A)  
SOC 2006 (Methods—Part B)  
SOC 2020 (theory)  
SOC 2250 (Criminology)

You may complete the assessment course any time *after* you’ve completed the appropriate pre-reqs listed above. Instructor approval is required in order to enroll in the courses, however, so you’ll need to contact [Dorene Miller](#) for overrides well before you intend to register for your assessment course, please.

### Additional course details--once enrolled:

- You must complete the on-line exam and exit survey prior to the end of the 3<sup>rd</sup> week of the quarter; details are listed in your initial system email (sent on the first day of the quarter).
- The online tasks are followed up with an exit interview or focus group, to be scheduled at the end of the quarter of your registration.
- These assessment courses are specific to our department...so you have to complete ours even if you’re already doing an assessment course in a different department.
- There is no tuition cost involved, but you must actually register for the assessment as you would with any other course using a CRN.
- The courses run through a specific assessment module at DU...they are NOT Canvas courses, so you won’t find them there.
- Assessment is a major (and thus a GRADUATION) requirement in Sociology/Criminology; **THE DEPARTMENT CHAIR WILL NOT SIGN OFF ON MAJOR APPROVALS FOR STUDENTS WHO HAVEN’T COMPLETED OUR ASSESSMENT COURSES.**