

To: Members of the Class of 2008
From: Vancenja Rutherford, Dean for the Class of 2008
Date: February 5, 2008

Graduation: Deadlines, Degree Requirements, Oversubscription

For students who entered in Fall 2000 and later

This memo is a final reminder for you to take the time to review your credit analysis and academic history to ensure that you will meet all of Wesleyan's graduation requirements by the end of this semester.

Graduation is not something that just happens--it is the culmination of a process that you must initiate and complete. Every year there are members of the senior class who do not graduate because they did not attend to some important details. Please do not allow this to happen to you. Check and double-check your credit analysis and academic history to make sure that you will be meeting all of Wesleyan's graduation requirements at the end of this semester. Consult with your faculty advisor to confirm that you will have completed all the requirements for your major at the end of the semester.

Be aware that it is not possible to graduate "upon completion." If you do not meet all degree requirements by May 19, 2008, you will not graduate nor will you be able to participate in the graduation ceremony or remain in the class of 2008. Do not treat your impending graduation in a casual manner. Failure to meet all of Wesleyan's degree requirements will prevent your graduation. Please take the time to make sure that all is in order so that you can graduate and participate in the Commencement ceremony on May 25, 2008.

Important deadlines

Revised Senior Concentration form (if necessary) -- February 14
Last day to withdraw from third quarter classes -- March 7
Change of class status to 2008 (if necessary) -- March 7
Fourth quarter drop/add period -- March 24 - March 29
Last day to withdraw from semester and fourth quarter classes -- April 16
Last day of classes -- May 6
Last day of exams -- May 15
Outside transcripts, AP scores, etc. due in Dean's office -- May 19
Graduation! -- May 25

Graduation Requirements

1. **Concentration.** Satisfactory completion of a major is required for graduation. Consult with your major advisor about specific departmental or program requirements and use the Senior Concentration form to list all courses required for your major, including completed courses, courses in progress, and courses that still need to be taken.
2. **Credit.** A minimum of 32.00 credits (without oversubscription) is required for graduation. At least 16.00 of these credits must be earned at Wesleyan or in Wesleyan-sponsored programs. (More information on oversubscription is provided below.)
3. **GPA.** A cumulative average of at least 74.00 percent is required for graduation.
4. **Residency.** At least six semesters in residency at Wesleyan as a full-time student for students entering in their first year is required. (For students entering as sophomore transfers, at least five semesters in residency at Wesleyan as a full-time student; for students entering as midyear sophomores or junior transfers, at least four semesters in residency at Wesleyan as a full-time student is required.) Any semester in which a grade is given is counted as a Wesleyan semester for purposes of graduation.

Senior Concentration Form

The Senior Concentration Form is used to certify the completion of major requirements by your department or program. You must have a Senior Concentration Form on file and it must accurately list those courses--those you have taken or are currently taking--that must be successfully completed for you to fulfill the requirements of your major. An inaccurate Student Concentration Form may keep you from graduating. If you have substituted any courses for ones that were initially listed, you must submit a new approved form (or revised form initialed by your faculty advisor) to my office no later than **12:00 noon, Thursday, February 14, 2008**. If you intend to complete more than one major, you must have a Senior Concentration Form on file for each major. (Students in COL or CSS need not submit a Senior Concentration form unless they have a second major.) If you have any questions about your Senior Concentration Form or the courses you have listed on it, please check with Patricia Noyes in the Registrar's Office (pnoyes@wesleyan.edu, x2773) immediately.

Oversubscription

Any credit in excess of the department or category limits will not count towards the 32.00 credits required to graduate. Specifically:

- Of the total 32.00 credits required for graduation, a student can count no more than 14.00 course credits in any one department (15.00 with a senior project and 16.00 with a two-credit senior honors thesis).
- Among the 14.00 course credits in any one department (15.00 or 16.00 with project or thesis) that can count towards graduation, no more than 12.00 credits numbered 201 or higher (13.00 or 14.00 with project or thesis) can be included, and no more than 4.00 course credits numbered 101 to 200.
- If a course is cross-listed, it counts towards oversubscription in every department in which it is listed, regardless of the cross-listing that the student chose during course registration.
- The oversubscription rule applies to **all** credit that is part of a student's academic history, including pre-matriculant credit, Advanced Placement and other test credit, and transfer credit.
- The following interdisciplinary programs are exempt from oversubscription: African American Studies; American Studies; Archaeological Studies; East Asian Studies; Feminist, Gender, and Sexuality Studies; Latin American Studies; Medieval Studies; Russian and East European Studies; and Science in Society.

In addition, the oversubscription rule limits the number of credits that can count toward the 32.00 required for graduation in the following categories:

1. Physical Education and Student Forum:
 - no more than 1.00 Physical Education credits
 - no more than 2.00 Student Forum (419, 420) credits
 - no more than 2.00 credits in Physical Education and Student Forums combined
2. Teaching Apprenticeships (491, 492): no more than 2.00 credits.
3. Individual (401, 402, 403, 404) and Group Tutorials (411, 412): no more than 4.00 credits combined
 - some LANG courses are considered individual tutorials
 - honors thesis tutorial credits (409, 410) are not considered individual or group tutorials
4. Independent Study (467, 468, 470) and Education-in-the-Field (465, 466, 469): no more than 4.00 credits combined
5. Summer credits: no more than 2.00 credits during any given summer
6. Pre-matriculant credits (including AP and IB test credit): no more than 2.00 credits

Oversubscription will not jeopardize graduation as long as you have enough useable credit to meet the 32.00 credits required for graduation. If you have any concerns about oversubscription, contact Dean Rutherford immediately.

Change of Class Status

If you are currently a member of the Class of 2008 but have not completed your eighth semester (or if a transfer student, your allotted semesters) **and** you have decided to continue in the Fall of 2008, **please contact me by March 7** to have your class status changed or you will not be able to pre-register for classes in April.

Financial Aid Exit Interviews

Banks and schools have been experiencing difficulties in the follow-up and collection of student loans used to pay educational costs. Since most difficulties result from students not understanding their responsibilities after the completion of their educational program, schools are required to conduct exit interviews with any graduating student.

Exit interviews are required by the federal government, and failure to conduct them could cause the loss of Wesleyan's eligibility for federal student aid funding. Wesleyan will withhold the diploma of any student who fails to appear for an interview. Please contact the Financial Aid Office directly to arrange for an exit interview.

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