

Effective: October 1997

Academic Policy: Undergraduate Studies ACADEMIC MAJOR POLICIES

Approved: October 1997
Reviewed: June 4, 2007
Revised: March 4, 2004, Deans' Council
December 2, 2003, Faculty Senate

In addition to the academic qualifications stated in the Undergraduate Catalog, each student is subject to the approval of the major department for continuation in the major field. It is the prerogative of the department to review a student's qualifications at the close of any semester. A student who has been denied continuance by the major department may appeal to the Academic Standards Committee for reconsideration.

Admission to the Major

Special requirements for admission to the major may be established by departments for students entering the University as freshmen or as transfer students, and for current Millersville University students declaring a major.

All departmental admission requirements must be in writing and kept current. Proposals for special departmental requirements for admission to the major must be approved by the appropriate school curriculum committee, the Undergraduate Course and Program Review Committee, and the Faculty Senate. Approved requirements for admission to the major must be promulgated in the University catalog.

Administrative approval of departmental proposals for admission to the major will also consider the fiscal, social equity, and enrollment management implications for the department, school, and University.

Retention in the Major

All departmental retention requirements must be in writing and made available to all majors at the time of admission to the major. Changes in the retention criteria must be available in writing on a timely basis.

Students who have earned no more than 75 credits but have completed at least 1/4 of the required courses in the major may register for additional courses in the major only if they have met the departmental retention requirements. Departments have the option to substitute for the required courses in the major an equivalent number of selected courses. These include required related courses for the major, electives in the major, and/or identified general education courses.

In exceptional cases where students have earned more than 75 credits but less than 1/4 of the required courses in the major, the departmental retention requirements must be met when 1/4 of the required courses in the major, or the equivalent number of selected courses, have been completed.

Failure to meet departmental retention requirements may result in dismissal from the major.

Proposals for special departmental requirements for retention in the major must be approved by the appropriate school curriculum committee, the Undergraduate Course and Program Review Committee, the Faculty Senate and University administration. Approved requirements for retention in the major must be promulgated in the University catalog.

Completion of the Major

The completion of any major program at Millersville University requires that students must complete all courses in the major (courses in the discipline but not the required related courses) with a minimum cumulative grade point average (GPA) of 2.00. In addition, fifty percent of credits in the major must be completed at Millersville University. Except for state-mandated requirements, departments may not require a cumulative GPA or major grade point average higher than the University 2.00 GPA minimum requirement.

All departments must specify the courses required for completion of the major and any additional requirements not specifically related to course work such as achievement examinations, certification examinations, and evaluation of student performance as measured against competency requirements. Departments have the right to establish a competency level (minimum of C grade) for courses in the major and required related courses.

Proposals for special departmental requirements for completion of the major must be approved by the appropriate school curriculum committee, the Undergraduate Course and Program Review Committee, the Faculty Senate, and University administration. Approved requirements for completion of the major must be promulgated in the University catalog.