

# U OF N DEGREE PROGRAMME PLANNING CHECK LIST

## PROCEDURAL STEPS:

The timely completion of the following steps are the responsibility of the student. These steps are to be completed in consultation with an approved Student Advisor.

1. Registration for a Degree (Use "U of N Degree Programme Planning Form"):
  - a. When a U of N student wishes to become a degree candidate, the student registers their intent and develops a degree programme plan by filling out the "U of N Degree Programme Planning Form" with the assistance of an approved Student Advisor from the College/Faculty of choice. A copy of the U of N Degree Programme Planning Form is then sent to the International Dean Representative and the Provost Office Representative.
  - b. The "U of N Degree Programme Planning Form" is approved when signatures of the International Dean Representative and Provost Representative have been obtained.
  
2. Application for Graduation (Use "U of N Application for Graduation Form"):
  - a. Six months before the anticipated conclusion of the degree programme, the candidate files an "U of N Application for Graduation Form."
  - b. The candidate is responsible for the satisfactory clearance of financial accounts of all U of N schools prior to graduation or the issuance of transcripts.

## ACADEMIC REQUIREMENTS:

The satisfactory completion of the following academic requirements for a degree programme must be approved by the International College/Faculty Dean or Representative.

- |    | AA/AS | BA/BS | MA/MS |  |
|----|-------|-------|-------|--|
| 1. | _____ | _____ | _____ | Discipleship Training School (or CDTS) Prerequisite met.   |
| 2. |       | _____ | _____ | Cross-Cultural Requirement met.  |
| 3. |       | _____ | _____ | Core Curriculum Requirement met:<br>● For the BA/BS only one course in each category: _____ Bible: CHR 211, 213, 225, 227, 221/322/323; _____ Communication: CMC 211, 221; CHR 371; CHR/CMC 287; _____ Applied Christian Thinking: HMT/SCI 211, 213; HMT 215, 217<br>● for a MA/MS candidate with no previous university-level Bible courses:<br>Core Curriculum Requirements: _____ Bible: CHR 211, 213, 225, 227, 221/322/323. |
| 4. |       | _____ | _____ | Residency Requirement met (four courses totaling for the BA/BS and two courses for the MA/MS in residence or directly operated from from one U of N location).   |

5.     \_\_\_    \_\_\_           Secondary (High) School Graduation or Equivalent met.
6.     \_\_\_           \_\_\_    Bachelor's Degree or Equivalent Requirement met.
7.     \_\_\_    \_\_\_    \_\_\_    Language Proficiency fulfilled.
8.     \_\_\_    \_\_\_    \_\_\_    YWAM/U of N Field Assignment/Internship Credits fulfilled:
  - 16-36 credits for AA/AS; minimum two field assignments, including DTS
  - 24-36 credits for BA/BS; minimum three field assignments, including DTS
  - 12 credits for the MA/MS;
9.     \_\_\_    \_\_\_    \_\_\_    Seminar Credits fulfilled where appropriate.
10.    \_\_\_    \_\_\_    \_\_\_    XXX 391/591 Directed Studies Courses
  - no more than 24 credits allowed in a BA/BS
11.    \_\_\_    \_\_\_           Pass/Fail Courses (no more than 48 credits total allowed including DTS/CDTS and old entry level SOE)
12.    \_\_\_    \_\_\_           General Transfer Credit Policy and Procedure fulfilled:
  - maximum of 24 credits for a AA/AS;
  - maximum of 72 credits for a BA/BS;
  - number of credits is at the discretion of the Provost for MA/MS
13.    \_\_\_    \_\_\_           Thesis:
  - all BS degrees in the College/Faculty of Science and Technology and all BA degrees in the College/Faculty of Humanities and International Studies require a thesis; however, in the other five Colleges/Faculties a thesis is generally not required for a BA/BS candidate unless the student is transferring more than 12 credits. Not more than 12 credits are granted for a BA/BS thesis;
  - optional for all MA/MS candidates. Maximum 6 credits are granted for the MA/MS thesis.
14.    \_\_\_    \_\_\_    \_\_\_    Satisfactory completion of all required courses for the particular degree programme, including pre-approved electives. A grade point average of at least a "C" must be maintained to successfully complete a AA/AS and BA/BS degree in the U of N. A grade point average of at least a "B" must be maintained to successfully complete a MA/MS degree in the U of N.
15.    \_\_\_    \_\_\_    \_\_\_    Total credits fulfilled:
  - 84 for an AA/AS including DTS/CDTS lecture and field assignment/outreach
  - 144 for a BA/BS including DTS/CDTS lecture and field assignment/outreach
  - 48 for a MA/MS beyond the completion of the DTS/CDTS lecture and field assignment/outreach
16.    \_\_\_    \_\_\_    \_\_\_    Satisfactory clearance of financial accounts of U of N schools and seminars.
17.    \_\_\_    \_\_\_    \_\_\_    A "U of N Application for Graduation Form" six months before the conclusion of the degree program.