

William Paterson University Policy

University Policy

SUBJECT:	Degree Requirements	TITLE:	Requirements for Completing an Undergraduate Degree		
CATEGORY: Check One	Board of Trustees <input type="checkbox"/>	University <input type="checkbox"/>	Functional X	School/Unit <input type="checkbox"/>	
Responsible Executive:	Provost and Senior Vice President for Academic Affairs		Responsible Office:	Office of the Provost	
CODING:	02-20-40-02-07	ADOPTED:	9/1/1987	EFFECTIVE:	Fall 2024
LAST REVIEWED: 5/2/2024					

I. PURPOSE

This policy describes the university academic requirements necessary for the successful completion of an undergraduate degree.

II. ACCOUNTABILITY

The Office of the Provost is responsible for enforcement of this policy

III. POLICY

To qualify for an undergraduate degree at William Paterson University, a student must earn a minimum of 120 of the correct credits, complete an authorized program of study to which one has been duly admitted, and achieve a minimum 2.0 (C) cumulative grade-point average (GPA) and a 2.0 average in the chosen major. Due to requirements of accrediting bodies or federal or state law, some majors may require more than 120 credits and a GPA greater than 2.0 in the major for retention and graduation. Students are expected to be familiar with major and other degree requirements. Interdisciplinary programs or honors programs may also have unique requirements.

IV. PROCEDURE

Degree requirements are generally composed of the following:

- First Year Foundations Program (if required—does not count for graduation credit)
- Participation in a 1st year experience (if a new first-time, degree-seeking college student)
- University Core Curriculum
- World Language Requirement
- Writing and Technology Intensive Courses
- Major
- Minor and/or Electives

First Year Foundations Program

All students entering WPU are evaluated to determine the best place to begin studies in

mathematics, reading and writing. After taking the placement tests, students may be required to complete programs or courses that are pre-requisites to college-level courses.

A full description of the First Year Foundations Program can be found at:
<https://www.wpunj.edu/firstyearfoundations/program-overview.html>

Most programs required in the First Year Foundations Program do not carry academic credit, do not count towards a student's semester credit load and do not count as part of the 120 credits required for graduation. Foundations courses that are offered for credit count towards a student's semester credit load and may be used to determine full-time status but do not count as part of the 120 credits required for graduation.

All First-Year Foundation courses and programs must be completed before beginning the third semester.

First Year Experience

All first-time first-year students are required to participate in non-credit bearing first year experience program. Information can be found at <https://www.wpunj.edu/new-student-programs/wp101.html>

University Core Curriculum

The University Core Curriculum (UCC) is the “general education” program at William Paterson University. Course requirements are shown in the table below:

Area		Credits	Level
1: Personal Well-Being		3	1000 or 2000
2: Expression	Arts and Communication	3	1000 or 2000
	Writing	3	1000 or 2000
	Literature	3	1000 or 2000
3: Ways of Knowing	Philosophical Perspectives	3	1000 or 2000
	Historical Perspectives	3	1000 or 2000
	Social and Behavioral Sciences ¹	6	1000 or 2000
	Scientific Perspectives	4	1000 or 2000
	Quantitative Thinking	3	1000 or 2000
4: Diversity and Justice		3	2000
5: Community and Civic Engagement		3	2000 or higher
6: Global Awareness		3	2000 or higher
Total		40	

¹Must take two courses in two different disciplines

Integration with the Major

To allow for better integration of the UCC and academic major, students may use up to three courses in their major to fulfill UCC requirements. One of these UCC/major courses may be a foundational course offered in Areas One, Two or Three. All UCC/major designated courses must be approved for use within the UCC.

Courses in Areas Four, Five and Six (Diversity and Justice, Community and Civic Engagement, and Global Awareness) may be taken within student majors. Such courses can thus be used to satisfy both Core and major requirements.

Sequence

To ensure a developmental sequence of courses within the Core, students are expected to:

- Take at least 15 credits in Areas 1-3 before they take Area 4, and
- Take Area 4 before they take Area 5.

Writing Intensive (WI) and Technology Intensive (TI) Requirements

William Paterson University is committed to a nurturing learning environment in which writing and technology literacies are taken seriously across disciplines. Many courses at the University are designated as “WI” or “TI.” These are attributes to courses which could be in any major discipline or in the UCC. Students must complete a total of:

- Four (4) Writing Intensive (WI) courses
- Two (2) Technology Intensive (TI) courses

Thus any course - within the UCC or any major, or any minor, or any free elective - that has been designated as a WI or TI course can be used by a student to satisfy the above requirements.

World Language Requirement

William Paterson University affirms the value of language skills in a global world. All undergraduate students will be required to have successfully completed Basic I and II of the same language *or equivalent*. Students may also satisfy the requirement by taking American Sign Language I and II (SLP 3670 & SLP 3700).

Students who wish to use prior experience in a chosen language to fulfill this requirement have the following options available:

- Testing at the Intermediate I level or higher in one of the languages listed on the website ([World Languages Webpage](#)). Testing at the Basic II level only requires completion of the 3 credit Basic II course.
- Dual enrollment (college credits completed in high school) language credits at the Basic II level.
- Advanced Placement (AP) scores as defined [on this webpage](#).
- International Baccalaureate (IB) scores as defined [on this webpage](#).
- College Level Examination Program (CLEP) as defined [on this webpage](#).
- Other external exams may be considered on a case-by-case basis.
- New Jersey Seal of Biliteracy (information [on this website](#)).

In addition, students will also have the following options available to them:

- Students who have completed high school or are transferring from a university with instruction in a language other than English and have met the English Language requirements for admission to William Paterson (TOEFL or other approved exams) are considered to have met the World Language requirement.
- Students for whom English is a second language may choose to complete two transitional English language courses to enhance their English language skills. These courses earn college credit, are not considered to be remedial, and satisfy the World Language requirement.
- Adult learners who are returning to formal education after a leave of 10 or more years may request review and consideration of their language history by the Dean of the College of

Adult & Professional Studies to complete the requirement by course substitution or for possible exemption.

- Students may be exempted from completing the World Language Requirement based on appropriate documentation approved by the Accessibility Resource Center.

For further information on world language placement please refer to: ([World Languages Website](#)).

Major Course of Study

Each student must pursue a course of study in sufficient depth to be acquainted with both the basic body of knowledge therein and the frontiers to which it reaches. Credit requirements for the academic majors vary according to type of program and may include courses within the major discipline ("Disciplinary Courses") as well as required courses from other disciplines ("Collateral Courses") that support or are pre-requisites for the disciplinary courses. 30 to 39 credits of Disciplinary Courses is typical but some majors require more.

At least one half of the Disciplinary Course credits taken to complete a major must be earned at William Paterson University.

Multiple Major Courses of Study

A student may select a second major course of study. Upon successfully completing an additional major, the student is awarded a single degree. Notation of both major courses of study is made on the student's official transcript and diploma.

Minor Course of Study

A minor is an optional academic program that a student may pursue in addition to their major program. Although students are not required to complete a minor in order to graduate, many minors are available for those students who wish to develop another area of specialization without the full depth of an academic major.

Minors consist of a specific sequence of courses usually totaling 18 credits. Similarly to the major, students must complete one half of the required Disciplinary Course credits for a minor at William Paterson University. Students must have a minimum of 2.00 GPA to successfully complete the minor.

Free Elective Courses

Free Elective Courses are courses that are not required for completion of the UCC or a student's Major or Minor but may be taken to complete the minimum 120 credits required for graduation. Students are encouraged to use Free Elective Courses to explore areas of study or acquire skills not included under their UCC, Major or Minor courses.

Certificates

Certificates are formal academic programs, typically requiring 9 to 24 credits, that focus on specialized skills or narrowly defined content; a certificate is awarded signifying completion of the curriculum. Certificates may be earned as part of a degree program and may include courses that also count toward a major, minor or free electives. Students may also earn a Certificate without being enrolled in a degree program; credits earned in a certificate may be applied to a subsequent degree.

Waivers

Waivers from university curriculum requirements may be provided when deemed educationally warranted for an individual student. When the need for a waiver arises because of requirements for mandated courses set by an outside accrediting agency, priority is given to the requirement of the accrediting agency. A student who requests a waiver should apply to the major department chairperson, who then forwards the request to their academic dean for approval.

Academic Residency Requirement

A total of 30 credits used to complete a William Paterson University degree must be William Paterson University credits.

Time Limit for Degree

A baccalaureate degree must be completed within a period of ten years from the time the student first matriculated. Waivers and extensions of time must be approved by the dean of the college of the student's major.

By Direction of the Provost and Senior Vice President for Academic Affairs:

Date: 5/2/2024
