

DEGREE NOMENCLATURE

DEGREE

Academic degree or level is being completed. The academic degree can be written out or abbreviated. (e.g. Bachelor of Arts, Master of Science, B.S., B.M., M.A, etc.)

MAJOR

Is defined as the primary academic field of specialized study offered by an academic department. A major has an academic evaluation (degree audit) and appears on the academic transcript and on the diploma (e.g., Sociology, Mathematics, Psychology. etc.).

DECLARING AN ACADEMIC MAJOR

All undergraduate students must declare an academic major no later than the end of their third full term of work. Students may be aided in this determination by consulting with departments of interest or the academic advisor for undeclared majors. Formal declaration of a major or a change of major is made by filing a *Change or Declaration of Major* form found in the student portal (login required) and file with the Office of the Registrar.

MINOR

Is defined as a grouping of classes around a specific subject matter, typically between 18-30 credits. A minor must be combined with an academic major/degree program, has an academic evaluation (degree audit) and appears on the academic transcript, but not on the diploma.

DECLARING AN ACADEMIC MINOR

An academic minor consists on average of twenty (20) credits in a single subject area. Students cannot receive minors in the same department as their major. A student who desires a departmental minor should consult the appropriate department. Undergraduate students are encouraged to declare academic minors early for academic advising and degree audit purposes. Academic minor not declared at time of submission of the Application for Intent to Graduate form, will not be reviewed in the final degree audit for degree completion. Academic minors may be declared in the Office of the Registrar.

CONCENTRATION

A curriculum that concentrates on a particular recognized field of study within an academic major. A concentration may be required or optional as part of the academic major; has an academic evaluation (degree audit) and appears on the academic transcript, but not on the diploma.

EMPHASIS

A curriculum that emphasizes a limited number of distinct courses within an academic major but which are not sufficient in depth or scope to qualify as a specialized concentration in an academic field of study. An emphasis may have no academic evaluation (degree audit) and does not appear on the academic transcript or on the diploma.

CERTIFICATES

A certificate is defined as a set of classes grouped around a particular subject matter, typically between 15-21 credits. It can be combined with

an academic major/degree program and may be offered as a stand-alone option for individuals, including working professionals, wishing to expand their knowledge in a particular subject area. A certificate may have no academic evaluation (degree audit) and does not appear on the academic transcript or on the diploma.

