Department of Psychology
Degree Plan Request Form

Initial each item to indicate you have reviewed and understand the policies, procedures, and degree requirements. Your degree plan will **NOT** be processed if any sections are left blank or if you fail to attach the minor/major degree plan.

I have reviewed the UH, Psychology, and CLASS requirements and understand that:

_____ A minimum 120 hours of coursework are required to earn a degree. Of those hours, 36 hours must be advanced or junior/senior level (3000/4000). * Note remedial, repeated, and any courses excluded by the department or CLASS will not be considered towards the total hours required for the degree.

_____ A minimum of 2.00 cumulative GPA in all UH coursework attempted is required for graduation. Transfer and test credits are not calculated into the UH GPA. Grades from courses that were repeated will be factored into the GPA, but the original letter grade will not be replaced.

_____ A minimum of 2.00 GPA is required for the PSYC major. All psychology courses completed at UH will be used to calculate the major GPA.

_____ Students must complete a minor, double major, double degree, or senior honor's thesis and meet the minimum GPA requirements (no less than 2.00 GPA) for that department.

_____ A maximum of 66 lower level hours may be transferred and applied towards the degree. Grades earned in transfer courses will not affect UH GPA.

_____ Honors are calculated on the last 66 hours of course work. A minimum of 66 hours (excluding repeats & test credits) must be completed at UH in order to be considered for honors. Repeated courses, CLEP, AP, and Credit by Exam hours will not be counted towards the "66 hrs" required for honors. Transfer students with less than 66 UH hours will not be eligible to graduate with Latin honors.

_____ The last 30 hours of coursework must be completed at UH main campus with <u>no</u> dual enrollment or new transfer work. Transferring anything during senior year will break the UH residency. Courses taken at UHCL, UHD, UHV, or any other campus are also considered transfer work.

_____ Students must apply for graduation through PeopleSoft by posted deadline. The graduation application deadlines are posted online at http://www.uh.edu/academics/catalog/general/academic_calendar.html. This process is not automatic, and late applications are not accepted. NO exceptions!

_____ There are limitations on the PEB/KIN, MUSI, and DAN credits that may be applied for the degree. (Refer to catalog http://www.uh.edu/academics/catalog/las/las_degree_gen.html)

_____ *I confirm that I have reviewed the General Rules and Regulations, the CLASS section, and the Department of Psychology section of the current undergraduate catalog for additional degree requirements, which may not be outlined above. My signature verifies that I have read and understand the academic requirements and take full responsibility for any problems that may arise in the future for failing to abide by the catalog and university policies.*

1. **What is your degree objective?**   _____B.A. or _____B.S.

2. What are you pursuing as a minor, double major, or double degree?
<mark>Check the correct box below and <u>submit a signed copy of the degree plan from THAT dept</u>.</mark>

_____I am completing a minor in _____(dept)
_____I am completing a senior honor's thesis.
_____I am completing a double major _____(dept)*****
_____I am completing a double degree in _____(dept)*****
_____I am a post-bac student and am not completing a minor or double major.
** Note the difference – a double major requires **120** hours (one diploma) whereas a double degree requires a minimum of **150** hours (two diplomas).*

3. **Do you have a prior degree?** (Bachelor's or Associate's)   _____Yes   _____No

4. **Do you have any AP, CLEP, or Credit By Exam hours?**   _____Yes   _____No
   If Yes, how many hours of test credit _____
   Test credits must be posted in PeopleSoft in order for it to be applied towards the degree.
   Contact University Testing Services, 226 SSC or 713-741-5444 if credits are missing or incorrect.

5. **Do you have any transfer hours?**   _____Yes   _____No
   If Yes, how many hours_____
   Transfer hours must be posted on PeopleSoft in order to be applied towards the degree.
   Contact Registration & Academic Records, 713-743-1010, if credits are missing or incorrect.

6. **Have you declared Psychology (not Pre-PSYC) as a major?**   _____Yes   _____No
   If NO, *this form cannot be processed.*

7. **Do you have any petitions for course equivalency or course substitutions?**   _____Yes   _____No
   If YES, for which course(s)_____

8. **Have you repeated any courses?**   _____Yes   _____No

9. **Did you attach a copy of the minor (2nd major) degree plan to this form?**   _____Yes   _____No

10. Which semester do you intend to graduate? _____

Print Legibly

Name _____**ID #**_____
(Also include any aliases or former names to properly identify your file/records)

E-mail _____ **Phone**_____

Address_____

City_____ **State**_____ **Zip**_____