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**University of Houston Academic
Advisement**

**Undergraduate Academic Audit
Overview**

University of Houston

Fall 2008

Academic Advisement Overview

Academic Advisement is the application within PeopleSoft Enterprise Campus Solutions that is used to track the requirements and policies that a student must satisfy in order to graduate. As a student progresses towards graduation, the Academic Advisement audit engine analyzes all courses, restrictions, pre-conditions, or conditions completed (both successfully and unsuccessfully) by the student. The application determines what requirements are still outstanding. Using data specified on PeopleSoft Enterprise Student Records pages and requirements entered on Academic Advisement pages, this application automatically tracks a student's degree progress.

Outlining the Academic Structure of the University of Houston – Degree Audit Planning Phase

Before entering any data in the Academic Advisement pages the Degree Audit team carefully reviewed and analyzed the degree requirements at the University of Houston. The present Audit is based on the 2005 Undergraduate Catalog. Key design elements in the initial planning stage for Audit included defining how the institution is structured, what degrees are offered, the requirements for those degrees, and how course lists are organized (for example, courses included in the different categories of the Core curriculum were carefully examined and analyzed before the course lists were built).

Outlining the Basic Advisement Structure

The basic academic advisement structure was organized along these lines:

1. Identify the institution. (The Audit is tied to the individual institution within the University of Houston System; each institution controls its own academic Audit.)

Example: University of Houston

2. List all careers associated with each institution. (These careers were determined by the institution in the initial planning stages of Academic Structure.)

Example: Undergraduate, Graduate, Professional

3. List all programs of study associated with each career.

Example: Degree types such as BS, BA, BBA, etc.

Individual colleges with specific college-level requirements

4. List all plans associated with each program.

Example: Majors and minors in each college

5. List any related sub-plans for each plan.

Example: Specific teaching fields or areas of emphasis within majors

Outlining Requirement Descriptions and Details

The process of planning the Audit involved describing the requirements (and details) of each career, program, plan, and sub-plan at the University of Houston. Beginning at the highest level, which is the University itself, we determined the undergraduate requirements that apply to all undergraduate students. Working down to the career, program, plan, and sub-plan levels we defined requirements at each level. Next to each requirement description, we noted specific details about each.

This table is an abbreviated example of some of the results of this planning phase:

Row	Institution	Career	Program	Plan	Subplan	General Requirement Description	Details
1	University of Houston	UGRD				Minimum hours for graduation	Calculate total hours credit toward degree
2	University of Houston	UGRD				Minimum GPA for graduation	Calculate cumulative GPA
3	University of Houston	UGRD				Limit on lower-level transfer hours	Enforce 66 hour limit
4	University of Houston	UGRD				Core Curriculum	Enforce Core requirements in all categories
5	University of Houston	UGRD	B.S			Formal Science	Enforce math/science requirements
6	University of Houston	UGRD	NSM	INSCBISC		Minimum major GPA requirement	Calculate major GPA
7	University of Houston	UGRD	NSM	INSCBISC		Minimum advanced hours in residence	Enforce minimum of 9 advanced credit hours in residence
8	University of Houston	UGRD	NSM	INSCBISC	Option 1	Major course requirements	Enforce course requirements
9	University of Houston	UGRD	NSM	INSCBISC	Option 1	Major/subplan GPA	Calculate GPA for subplan
10	University of Houston	UGRD	NSM	INSCBISC	Option 1	Computer Science	Enforce COSC course requirement

Building the Academic Audit

Once the initial planning and design was established for an area, the Degree Audit Work Group (DAWG) team member assigned to that area would start the building phase. While planning is done “from the top down,” beginning at the highest level of the institution’s academic structure, building the Audit is done “from the bottom up.” We started with building course lists for specific requirements and progressed to building the requirements and then the requirement groups for that academic area.

Academic Course Lists

Academic course lists form the backbone of academic advisement. They are **lists of courses** or wildcard course lists. For example, a course list might consist of eight history courses. Course lists are used in academic requirements to identify what courses a student must select from to complete a graduation requirement.

Courses are listed either by a unique course ID or by using the wildcard indicator. For example, you can insert a row with the course ID for POLS 3310 or set up a wildcard course list of all 3000-level POLS courses, depending on the parameters of the specific requirement.

Academic Requirements

Academic requirements are **graduation rules**, that is, rules that students need to follow to successfully complete their academic objectives. Academic requirements contain requirement parameters, pre-conditions, connector types, partitions, detail requisites or restrictions, and line item parameters. Requirements can be simple (for example, one that requires a minimum GPA of 3.00) or complex (for example, one that has many parts).

After setting up academic requirements, you must attach them to requirement groups. Only then can the audit engine apply a requirement against a student's academic record.

Academic Requirement Groups

Academic requirement groups are the highest-level parent record. They consist of detail lines pointing to conditions, courses, and requirements, as well as parameters that include unit and course requirements. Requirement groups **identify the student population** to be evaluated in the audit or advisement process. For example, requirement groups can target all undergraduate students, or only undergraduate students in the math plan, or only undergraduate students who belong to a specific student group. The advisement engine evaluates each student's career, program, and plan as well as other pertinent academic data (such as catalog year, also known as requirement term) to determine which requirement groups it should apply to the student.

The academic advising engine compares a student's career, program, plan, subplan, and precondition with the academic structure established for a requirement group. When the requirement group academic structure matches the student's academic structure, the requirement group is applied to that student.

Academic Audit – Running Academic Advisement Reports

Advisement report is merely another name for the Degree Audit. This is the report that reflects a student's progress towards graduation. It is the core function of the Academic Advisement application. The report indicates whether the student has completed all of the requirements needed to graduate or whether the student still needs to satisfy outstanding requirements.

The advisement report is a type of transcript. You can produce a report that includes or excludes the student's academic history (academic transcript). At this stage of development our standard Degree Audit report (ADVIP) includes the academic transcript as well as the Audit information. Additional transcript types are available and more types can be designed as needed.

After you run the report process, you can view the results online and/or print the results.

What-If Advisement Reports

Using the what-if advising capabilities, you can run a simulated advisement report for a student that shows degree progress based on courses the student proposes to take. You can also run a simulated academic advisement report that compares the student's transcript against different careers, programs, plans, and subplans.

These what-if capabilities enable the academic advisor to run any number of degree audit reports based on what-if situations:

- The Course List What-If option is used to retrieve what-if individual courses from the established course catalog.
- The Quick What-If option is used to create a new what-if scenario (program, plan and sub-plan) for a student.
- The Stored What-If option is used to create or recall previously stored what-if information (program, plan, sub-plan, and requirement term) for a student.

Advisement Overrides and Course Substitutions

Advisement overrides and course substitutions can be used to modify existing requirements and make exceptions for a specific student.

Advisement overrides enable you to override any part of a student's degree requirements. Standard requirements can be overridden or an entire program can be configured for a specific student or group of students. Course directives are a type of advisement override. These mandate (or direct) where specific courses will or will not be used to satisfy requirements. For example, you can direct that a course be used toward satisfying a student's major requirements, but not general education requirements. Course directives are a method of course override.

Course substitution enables you to select a course to use in place of the required course. Substitutions can be set up in advance or after course completion.

There are three ways to make academic advisement exceptions for a student:

- Use the Authorize Student Exceptions page to direct where specific courses are to be used to satisfy requirements.
This is the preferred way to create a course substitution.
- Change, override, or waive a requirement using the Authorize Student Exceptions page.
- Substitute one course for a required course on the Course Substitution page.

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CLASS SAMPLE

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Name :
 Student ID:

Print Date : 2008-07-15

Beginning of Undergraduate Record

FA 2005

Course

Description

Attempted

Earned Grade

Points

Program : LASS Undergraduate
Plan : Comm Unspecified, DEG UN Preparation

TERM GPA : 2.534 TERM TOTALS : 15.00

CUM GPA : 2.534 CUM TOTALS : 15.00

Good Academic Standing

BIOL 1310 General Biology 3.00 3.00 C 6.000

MATH 1312 Introduction To Mathematics 3.00 3.00 B- 8.010

POIS 1337 US GOVT: Congress, Pres & Crs 3.00 3.00 C 6.000

PSYC 2350 Child Development 3.00 3.00 A 12.000

PSYC 2380 Intro To Social Psy 3.00 3.00 C 6.000

Transfer Credit from LA State Univ and HAM College

Applied Toward LASS Undergraduate Program

BIOL 1310 General Biology 0.00 D 0.000

BIOL 1330 General Biology 0.00 D 0.000

COMM 1301 Media and Society 3.00 3.00 B 3.000

ENGL 1303 ENGL Comp I 3.00 3.00 A 3.000

ENGL 1304 ENGL Comp II 3.00 3.00 B 3.000

HIST 2351 Western Civilization To 1450 3.00 3.00 B 3.000

HIST 2353 Western Civilization From 1450 3.00 3.00 C 3.000

MATH 1310 College Algebra 3.00 3.00 C 3.000

NURS ELEC Nutrition Elec 3.00 3.00 C 3.000

PSYC 1300 Intro To Psychology 3.00 3.00 C 3.000

SPAN 1501 Elementary Spanish I 4.00 4.00 B 4.000

SPAN 1502 Elementary Spanish II 4.00 4.00 P 4.000

Course Trans GPA: 0.000 Transfer Totals : 36.00

COMM 2310 Print & Digital Media Writing 3.00 3.00 A 3.000
ECON 2304 Microeconomic Principles 3.00 3.00 C 3.000
Course Trans GPA: 0.000 Transfer Totals : 6.00 6.00 0.000

SP 2006

Program : LASS Undergraduate
Plan : Comm Unspecified, DEG UN Preparation

TERM GPA : 1.333 TERM TOTALS : 12.00

CUM GPA : 2.000 CUM TOTALS : 27.00

Good Academic Standing

DISC 2373 Intro To Computers & Mts 3.00 3.00 D 3.000

HIST 1378 The U S Since 1877 3.00 3.00 D+ 3.990

MATH 1313 Fin Math With Appls 3.00 3.00 D 3.000

POIS 1336 US and Texas Const/Politics 3.00 3.00 C 6.000

SU 2006

Program : LASS Undergraduate
Plan : Comm Unspecified, DEG UN Preparation
Withdraw : 2005-05-30

Course

Description

Attempted

Earned Grade

Points

Program : LASS Undergraduate

Plan : Comm-PR/Adver, BA Major

TERM GPA : 2.132 TERM TOTALS : 15.00

CUM GPA : 2.047 CUM TOTALS : 42.00

FA 2006

COMM 1301 Good Academic Standing 3.00 3.00 C+ 6.990
COMM 1302 Elementary Sign Language 3.00 3.00 C+ 6.990
Intro To Comm Theory 3.00 3.00 C+ 6.990

Transfer Credit from Houston Community College

Applied Toward LASS Undergraduate Program

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COURSE	DESCRIPTION	ATTENDED	EARNED GRADE	POINTS
COMM 2300	Communication Research Methods	3.00	3.00 A	12.000
ECON 2305	Microeconomic Principles	3.00	3.00 D	3.000
HIST 1377	The U S To 1877	3.00	3.00 D	3.000
TERM TOTALS :		9.00	9.00	18.000

COURSE	DESCRIPTION	ATTENDED	EARNED GRADE	POINTS
COMM 2301	Good Academic Standing	3.00	3.00 C+	6.990
COMM 3360	Elementary Sign Language II	3.00	3.00 B+	9.990
COMM 3369	Print of Pub Relations	3.00	3.00 B	9.000
COMM 4368	Communication Law & Ethics	3.00	3.00 B-	8.010
PSYC 2301	Intro To Methods in Psychology	3.00	3.00 C	6.000
TERM TOTALS :		15.00	15.00	39.990

COURSE	DESCRIPTION	ATTENDED	EARNED GRADE	POINTS
COMM 2302	Good Academic Standing	3.00	3.00 C	6.000
COMM 3311	American Sign Language IV	3.00	3.00 C+	6.990
COMM 3356	Editing Print & Digital Media	3.00	3.00 B	9.000
COMM 4354	Business-Professional Comm.	3.00	3.00 B-	9.010
PSYC 3325	Psychology of Personality	3.00	3.00 C+	6.990
TERM TOTALS :		15.00	15.00	36.990

COURSE	DESCRIPTION	ATTENDED	EARNED GRADE	POINTS
COMM 4355	Good Academic Standing	3.00	3.00 C+	6.990
PSYC 4331	Organizational Comm	3.00	3.00 A-	11.010
TERM TOTALS :		6.00	6.00	18.000

COURSE	DESCRIPTION	ATTENDED	EARNED GRADE	POINTS
COMM 4331	Good Academic Standing	3.00	3.00 C+	6.990
PSYC 4331	Organizational Comm	3.00	3.00 A-	11.010
TERM TOTALS :		6.00	6.00	18.000

Program : MASS Undergraduate Plan : Comm-PR/Adver, BA Major

COURSE	DESCRIPTION	ATTENDED	EARNED GRADE	POINTS
COMM 2302	Good Academic Standing	3.00	3.00 C	6.000
COMM 3311	American Sign Language IV	3.00	3.00 C+	6.990
COMM 3356	Editing Print & Digital Media	3.00	3.00 B	9.000
COMM 4354	Business-Professional Comm.	3.00	3.00 B-	9.010
PSYC 3325	Psychology of Personality	3.00	3.00 C+	6.990
TERM TOTALS :		15.00	15.00	36.990

Program : MASS Undergraduate Plan : Comm-PR/Adver, BA Major

2005-08-22 TSI WRITING - TSI WRITING COMPLETE
 Milestone Status: Completed

2005-08-22 TSI READING - TSI READING COMPLETE
 Milestone Status: Completed

2005-08-22 SAT test scores - Completed
 Milestone Status: Completed

2005-08-22 TSI WRITING - TSI WRITING COMPLETE
 Milestone Status: Completed

2005-08-22 SAT test scores - Completed
 Milestone Status: Completed

2005-08-22 TSI WRITING - TSI WRITING COMPLETE
 Milestone Status: Completed

2005-08-22 SAT test scores - Completed
 Milestone Status: Completed

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Name :
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Milestone Status: Completed
2005-09-22 SAT test scores - Completed

ACADEMIC ADVISEMENT REPORT

Report on Undergraduate Career Requirements Not Satisfied
Last Undergraduate Program Requirements Not Satisfied

Limits on coursework that applies to graduation.
Developmental courses may not be used to satisfy any degree requirements at the University.

Class students may not apply more than 3 credit hours towards their degree for specified courses in DAN, MUSI, THEAT, and not more than 3 credit hours of physical activity courses in KIN or PEB, unless obtaining a major or minor in Kinesiology.

A maximum of 66 credit hours of lower division (freshman and sophomore level) transfer work will be allowed to apply toward required credits for graduation.

Total Undergraduate Credit Hour Requirement

Students need a minimum of 120 credits to graduate. Transfer credits listed as ADVC or ELCC must be manually added to total hours.

Term	Course	Description	Units	Grade	Code
FA 2005	COMM 1301	Media and Society	3.00	B	TR
FA 2005	COMM 2310	Print & Digital Medi	3.00	A	TR
FA 2005	ECON 2304	Microeconomic Princi	3.00	C	TR
FA 2005	ENGL 1303	Engl Comp I	3.00	A	TR
FA 2005	ENGL 1304	Engl Comp II	3.00	B	TR
FA 2005	HIST 2351	Western Civilization	3.00	B	TR
FA 2005	HIST 2353	Western Civilization	3.00	B	TR
FA 2005	MATH 1310	College Algebra	3.00	C	TR
FA 2005	PSYC 1300	Intro To Psychology	3.00	C	TR
FA 2005	SPAN 1501	Elementary Spanish I	4.00	P	TR
FA 2005	SPAN 1502	Elementary Spanish I	4.00	P	TR
FA 2005	BIOI 1310	General Biology	3.00	C	EN
FA 2005	MATH 1312	Introduction To Math	3.00	B-	EN
FA 2005	POIS 1357	US Govt: Congress, Pr	3.00	C	EN
FA 2005	PSYC 2350	Child Development	3.00	A	EN
FA 2005	PSYC 2380	Intro To Social Psy	3.00	C	EN
SP 2006	DISC 2373	Intro To Computers &	3.00	D	EN
SP 2006	HIST 1378	The U S Since 1877	3.00	D+	EN
SP 2006	MATH 1313	Fin Math With Appl	3.00	D	EN
SP 2006	POLS 1336	US and Texas Const/P	3.00	C	EN
FA 2006	COMM 1301	Elementary Sign Lang	3.00	C+	EN
FA 2006	COMM 1302	Intro To Comm Theory	3.00	C+	EN
FA 2006	COMM 2300	Communication Resear	3.00	A	EN
FA 2006	ECON 2305	Macroeconomic Princi	3.00	D	EN
FA 2006	HIST 1377	The U S To 1877	3.00	D	EN
SP 2007	ARTH 1380	History of Art I	3.00	C+	EN
SP 2007	COMM 1302	Elementary Sign Lang	3.00	B+	EN
SP 2007	COMM 3368	Prin of Pub Relation	3.00	B	EN
SP 2007	COMM 4303	Communication Law &	3.00	B-	EN
SU 2007	PSYC 3310	Indestrl-Organznl Psy	3.00	C	EN
SU 2007	COMM 4355	Organizational Comm	3.00	C	EN
SU 2007	PSYC 4321	Abnormal Psychology	3.00	C+	EN

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Term	Course	Units	Grade	EN	
FA 2007	COMM 3365	Public Relations Wri	3.00	A	EN
FA 2007	COMM 4368	Pf Campaigns	3.00	A-	EN
SP 2008	PSYC 2301	Intro To Methods in	3.00	C	EN
SP 2008	COMM 2302	American Sign Langua	3.00	C	EN
SP 2008	COMM 3311	Editing Princ & Digi	3.00	C+	EN
SP 2005	COMM 3356	Business-Professiona	3.00	B	EN
SP 2008	COMM 4354	Organizational Crisi	3.00	B-	EN
SP 2008	PSYC 3325	Psychology of Person	3.00	C+	EN

Undergraduate Residency Requirements

University Residency-Students must complete at least 30 credit hours in residence at the University.
Units (required/actual) : 30.00/93.00

UH Final Residency-The last 30 credit hours to be applied toward a bachelor's degree must be taken in residence. *Fulfillment of this requirement is not valid until final semester.
Units (required/actual) : 30.00/30.00

Term	Course	Description	Units	Grade	Code
FA 2007	COMM 2301	American Sign Langua	3.00	B+	EN
FA 2007	COMM 3360	Prin of Advertising	3.00	B	EN
FA 2007	COMM 3369	Public Relations Wri	3.00	A	EN
FA 2007	COMM 4368	Pf Campaigns	3.00	A-	EN
FA 2007	PSYC 2301	Intro To Methods in	3.00	C	EN
SP 2008	COMM 2302	American Sign Langua	3.00	C	EN
SP 2008	COMM 3311	Editing Princ & Digi	3.00	C+	EN
SP 2008	COMM 3356	Business-Professiona	3.00	B	EN
SP 2008	COMM 4354	Organizational Crisi	3.00	B-	EN
SP 2008	PSYC 3325	Psychology of Person	3.00	C+	EN

Undergraduate State-Mandated Core Curriculum Requirements
Overall Requirement Not Satisfied

I. CORE COMMUNICATION: Students must complete 6 credit hours of English rhetoric/composition I and II.

Term	Course	Description	Units	Grade	Code
FA 2005	ENGL 1303	Engl Comp I	3.00	A	TR
Term	Course	Description	Units <td>Grade <td>Code</td> </td>	Grade <td>Code</td>	Code

Students must earn a 2.00 minimum cumulative grade point average in courses attempted at the university.
GPA (Required/Actual) : 2.000/2.462
Units (Actual) : 93.00

Undergraduate Upper-Level Requirement

At least 36 of the credit hours required for the undergraduate degree, must be advanced (Junior or senior level). *Transfer credits listed as ADVG must be manually added.
Units (Required/Actual) : 36.00/36.00

Term	Course	Description	Units	Grade	Code
SP 2007	COMM 3368	Prin of Pub Relation	3.00	B	EN
SP 2007	COMM 4303	Communication Law &	3.00	B-	EN
SP 2007	PSYC 3310	Industrl-Organznl Psy	3.00	C	EN
SU 2007	COMM 4355	Organizational Comm	3.00	C+	EN
SU 2007	PSYC 4321	Abnormal Psychology	3.00	A-	EN
FA 2007	COMM 3360	Prin of Advertising	3.00	B	EN
FA 2007	COMM 3369	Public Relations Wri	3.00	A	EN
FA 2007	COMM 4368	Pf Campaigns	3.00	A-	EN
SP 2008	COMM 3311	Editing Princ & Digi	3.00	C+	EN
SP 2005	COMM 3356	Business-Professiona	3.00	B	EN
SP 2005	COMM 4354	Organizational Crisi	3.00	B-	EN

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FA 2005 ENGL 1304 Engl Comp II 3.00 B TR

II. CORE MATHEMATICS: Students must complete 3 credit hours of Core Mathematics.

Term	Course	Description	Units	Grade Code
FA 2005	MATH	College Algebra	3.00	C TR

III. CORE MATH/REASONING-Institutionally Designated Option: Students must complete 3 credit hours of IDO-Core Mathematics/Reasoning.

Term	Course	Description	Units	Grade Code
FA 2005	MATH	Introduction To Math	3.00	B- EN

IV. CORE AMERICAN HISTORY: Students must complete 3 credit hours of US History before 1877 and 3 credits hours of US History after 1877.

Term	Course	Description	Units	Grade Code
FA 2006	HIST	The U S To 1877	3.00	D EN

V. CORE GOVERNMENT: Students must complete 3 credit hours of Texas Government and 3 credit hours of American Government. Students in the Honors College may have other options to fulfill American Government.

Students must complete 3 credit hours in Texas Government

Term	Course	Description	Units	Grade Code
SP 2006	POLS	US and Texas Const/P	3.00	C EN

Students must complete 3 credit hours in American Government

Term	Course	Description	Units	Grade Code
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FA 2005 POLS 1337 US Govt: Congress/P 3.00 C EN

VI. CORE HUMANITIES: Students must complete 3 credit hours of Core Humanities.

Term	Course	Description	Units	Grade Code
FA 2005	HIST	Western Civilization	3.00	B TR

VII. CORE VISUAL AND PERFORMING ARTS: Students must complete 3 credit hours of Core Visual and Performing Arts.

Term	Course	Description	Units	Grade Code
SP 2007	ARTH	History of Art I	3.00	C+ EN

VIII. CORE NATURAL SCIENCES: Students must complete 6 credit hours of Core Natural Sciences.

Requirement Not Satisfied -
 Units (required/actual/needed): 6.00/3.00/3.00

Term	Course	Description	Units	Grade Code
FA 2005	BIOL	General Biology	3.00	C EN

IX. CORE SOCIAL AND BEHAVIORAL SCIENCES: Students must complete 6 credit hours of Core Social and Behavioral Sciences. If taken at DH, 3 credit hours must be Writing Intensive.

Term	Course	Description	Units	Grade Code
FA 2005	PSYC	Child Development	3.00	A EN

Term	Course	Description	Units	Grade Code
FA 2006	COMM	Intro To Comm Theory	3.00	C+ EN


Bachelor of Arts Special Requirements

Bachelor of Arts students must complete 6 hours of sophomore foreign

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Name :
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Language in one language. *Students majoring in a foreign language must complete an additional 6 credit hours in a second foreign language. (Required/actual): 6.00/6.00

Term	Course	Description	Units	Grade Code
FA 2007	COMD 2301	American Sign Language	3.00	B+
SP 2008	COMD 2302	American Sign Language	3.00	C

College of Liberal Arts & Social Sciences Requirements and Course Limitations

CLASS students may not apply more than 8 credit hours towards their degree for specified courses in DAN, MUST, THEA; and not more than 3 credit hours of physical activity courses in KIN or PEB, unless obtaining a major or minor in kinesiology.

CLASS students may use no more than 6 credit hours of Special Problems and/or Internship courses to satisfy any major or minor requirements in CLASS.

If a student is pursuing both a major and minor in CLASS, manual verification is needed to ensure no more than a combined total of 6 credit hours of special problems/internships are used towards major or minor requirements.

Communication-Public Relations/Advertising, BA Plan Requirements Not Satisfied

Requirements for the Public Relations/Advertising Major Requirements Not Satisfied -

Major GPA Requirement

Students must earn a 2.00 minimum cumulative grade point average in all courses attempted in the major at the University of Houston. (Required/actual): 2.000/3.000

Units (actual): 33.00

Term	Course	Description	Units	Grade Code
FA 2006	COMM 1302	Intro To Comm Theory	3.00	C+
FA 2006	COMM 2300	Communication Research	3.00	A
SP 2007	COMM 3368	Prin of Pub Relation	3.00	B
SP 2007	COMM 4303	Communication Law & Organization	3.00	B-
SU 2007	COMM 4355	Organizational Comm	3.00	C+
FA 2007	COMM 3360	Prin of Advertising	3.00	B
FA 2007	COMM 3369	Public Relations Wri Pr Campaigns	3.00	A
FA 2007	COMM 4368	Public Relations Wri Pr Campaigns	3.00	A-
SP 2008	COMM 3311	Editing Print & Digi	3.00	C+
SP 2008	COMM 3356	Business-Professiona	3.00	B
SP 2008	COMM 4354	Organizational Crisi	3.00	B-

All undergraduate majors in the School of Communications must complete, with a 2.00 GPA, 12 credit hours in 4 required courses.

Term	Course	Description	Units	Grade Code
FA 2005	COMM 1301	Media and Society	3.00	B
FA 2006	COMM 1302	Intro To Comm Theory	3.00	C+
FA 2006	COMM 2300	Communication Resear	3.00	A
SP 2007	COMM 4303	Communication Law &	3.00	B-

Communications-Public Relations/Advertising majors must complete 27 credit hours in the Public Relations/Advertising concentration. Each course that is counted towards the major must have a grade of at least a C.

Communications-Public Relations/Advertising majors must complete 2 required courses.

Term	Course	Description	Units	Grade Code
FA 2005	COMM 2310	Print & Digital Medi	3.00	A
SP 2008	COMM 3311	Editing Print & Digi	3.00	C+

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Name : 
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You must complete 1 of the following:

Advertising Subplan

- or -
 Public Relations Subplan

Minor in Psychology Plan

Minor Requirements

MINOR GEA REQUIREMENT

Students must earn a 2.00 minimum grade point average in all minor courses attempted at the University of Houston.
 GPA (required/actual) : 2.000/2.667
 Units (actual) : 13.00

Term	Course	Description	Units	Grade Code
FA 2005	PSYC	Child Development	3.00	A
FA 2005	PSYC	Intro To Social Psy	3.00	C
SP 2007	PSYC	Indstrl-Organztl Psy	3.00	C
SU 2007	PSYC	Abnormal Psychology	3.00	A-
FA 2007	PSYC	Intro To Methods in	3.00	C
SP 2008	PSYC	Psychology of Person	3.00	C+

Students minoring in psychology must complete two required courses in psychology.

Term	Course	Description	Units	Grade Code
FA 2005	PSYC	Intro To Psychology	3.00	C
FA 2007	PSYC	Intro To Methods in	3.00	C

Students must choose 1 lower level course from the departmental approved list.

Term	Course	Description	Units	Grade Code
FA 2005	PSYC	Child Development	3.00	A

Students must choose 3 advanced level courses from the departmental approved list.

Term	Course	Description	Units	Grade Code
SP 2007	PSYC	Indstrl-Organztl Psy	3.00	C
SU 2007	PSYC	Abnormal Psychology	3.00	A-
SP 2008	PSYC	Psychology of Person	3.00	C+

RESIDENCY AND ADVANCED LEVEL VERIFICATIONS

Residency - Students must complete 9 credit hours of minor coursework in residence at the University of Houston.
 Units (required/actual) : 9.00/18.00

Term	Course	Description	Units	Grade Code
FA 2005	PSYC	Child Development	3.00	A
FA 2005	PSYC	Intro To Social Psy	3.00	C
SP 2007	PSYC	Indstrl-Organztl Psy	3.00	C
SU 2007	PSYC	Abnormal Psychology	3.00	A-
FA 2007	PSYC	Intro To Methods in	3.00	C
SP 2008	PSYC	Psychology of Person	3.00	C+

Advanced in Residence - Students must complete 6 advanced credit hours of minor coursework in residence at the University of Houston.
 Units (required/actual) : 6.00/9.00

Term	Course	Description	Units	Grade Code
SP 2007	PSYC	Indstrl-Organztl Psy	3.00	C
SU 2007	PSYC	Abnormal Psychology	3.00	A-
SP 2008	PSYC	Psychology of Person	3.00	C+

of Houston

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Name :
Student ID:



Advanced - Students must complete 9 credit hours of minor coursework at the advanced level.
Units (Required/Actual): 9.00/9.00

Term	Course	Description	Units	Grade Code
SP 2007	PSYC 3310	Inductl-Organznl Psy	3.00	C
SU 2007	PSYC 4321	Abnormal Psychology	3.00	A-
SP 2008	PSYC 3325	Psychology of Person	3.00	C+

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