



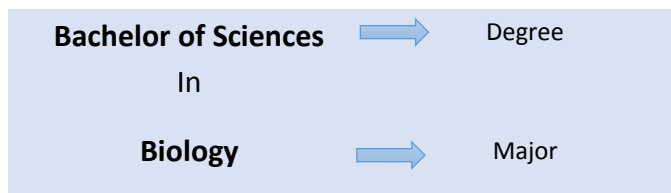
Policy For Undergraduate Programs Appellation

Major, Double Major, Double Degree and Academic Minor

The Holy Spirit University of Kaslik offers a wide range of undergraduate programs leading to a Bachelor degree which defines the students' educational level. Each degree is offered according to a predefined structure, consisting of 90 credits at least, and offered in form of general education courses, elective courses and major courses.

Students who fulfill the admission requirements to the sophomore year along with one academic major requirements (overall credits are at least 120 credits including freshman) will be granted a diploma indicating their academic major and degree.

Example: Bachelor of Science in Biology



MAJOR

The field of academic specialization within the bachelor degree. It is defined as the departmental requirements set forth in the catalog, having a minimum of 48 credits. Interdisciplinary majors may include courses from more than one related academic discipline.

EMPHASIS

The Emphasis consists of a set of courses in a "specialized area" within a major and is considered as part of the major curriculum. Emphasis are available only to students enrolled in the major under which the Emphasis is listed.

The courses for the Emphasis must be completed with a grade of 70/100 or higher. No more than 6 credits of the Emphasis credits may be counted as transferred credits (from another institution).

To declare an Emphasis, students submit a Declaration Form to the Registrar's Office. The Form requires the approval of the Head of the department offering the Emphasis.

Students must meet minimal course and grade requirements, as determined by the Head of the department offering the Emphasis, or have to go through the required admission procedure (when needed) in order to be accepted into the desired Emphasis.

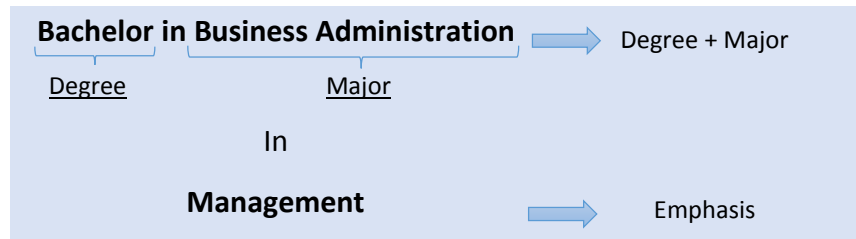


Policy For Undergraduate Programs Appellation

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Emphasis requirements will follow the catalog year of the student’s primary major. Emphasis cannot be awarded after a Bachelor’s Degree is awarded.

Example: Bachelor in Business Administration with an Emphasis in “Management”



DOUBLE MAJOR, DOUBLE DEGREE AND ACADEMIC MINOR

Students with diverse and multiple areas of interests can consider adding to their primary academic major a double major, a double degree or a minor which will allow them to explore another field of inquiry in parallel to their main subject of specialization.

1. DOUBLE MAJOR (single degree)

The double major is a single degree program, in which the students are expected to fulfill the requirements of two different academic majors with a close or similar degree structure within the same academic unit (eg. Political Sciences AND International Relations). By the end of the academic path, the student will earn a single diploma on which both majors are indicated. Students are requested to fulfill the GE requirements once.

To declare a double major, students submit a Declaration Form to the Registrar’s Office. The Form requires the approval of the head of the department offering the primary major and the approval of the Head of the department offering the second major.

Students must meet minimal course and grade requirements, as determined by the Head of the department offering the second major, or have to go through the required admission procedure (when needed) in order to be accepted into the desired major.

The second major requirements will follow the catalog year of the student’s primary major. The second major will not be awarded after a Bachelor’s Degree is awarded.



Policy For Undergraduate Programs Appellation

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Example: A student can earn a Bachelor of Arts in Political Sciences and International Relations.

Bachelor of Arts
In
Political Sciences AND International Relations

2. DOUBLE DEGREE (two diplomas)

The double degree is an academic path that leads to two different diplomas. The students are expected to fulfill the graduation requirements of two different academic majors, not necessarily within the same faculty or have similar degree structure. By the end of the academic path, the students will earn two diplomas. Students are requested to fulfill the GE requirements once.

To declare a double degree, students submit a Declaration Form to the Registrar's Office. The Form requires the approval of the Head of the department offering the primary major and the approval of the Head of the department offering the second degree.

Students must meet minimal major course and grade requirements, as determined by the Head of the department offering second degree, or have to go through the required admission procedure (when needed) in order to be accepted into the desired program.

The second degree requirements will follow the catalog year of the student's primary major.

Example: A student can earn a Bachelor of Sciences in Computer Sciences and Bachelor of Arts in Advertising.

Bachelor of Sciences in Computer Sciences
AND
Bachelor of Arts in Advertising

3. ACADEMIC MINOR

Academic minors are organized around a specific set of objectives, defined according to each field, which are achieved through a set of structured courses, not necessarily related to exclusively one discipline. Minors are expected to provide students with necessary knowledge and primary competencies.

Academic minor consists of 15 to 21 credit hours depending on the chosen subject, as specified in the catalogue, with at least 9 credits, chosen from courses at the upper level (code 300 or



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above). A group of courses are offered to students allowing them to choose the topics that they may be interested in to complete the required credits, while maintaining a degree of flexibility.

Courses taken in a minor may be transferred to fulfill other academic requirement, e.g. majors, general education, without reducing or affecting the minimum number of credits required for a degree.

The courses for the minor must be completed with a grade of 70 or higher. No more than 6 credits may be counted as transferred credits (from another institution).

To declare a minor, students submit a Declaration Form to the Registrar's Office. The Form requires the approval of the Head of the department offering the primary major and the approval of the Head of the department offering the minor. However, no student can declare a minor in his first year of study and in the same discipline of his major.

Students must meet minimal course and grade requirements, as determined by the Head of the department offering minor, to be accepted into the desired minor.

The minor requirements will follow the catalog year of the student's primary major. The minor will not be awarded after a Bachelor's Degree is awarded.

The academic minor will be indicated on the student's transcript and not on the diploma.

Example: A student can earn a Bachelor of Arts in Advertising with a minor in Psychology.

Note: *A minor can be embedded within a degree structure, example: Students fulfilling the requirements of the Bachelor of Arts in Architecture, will be fulfilling automatically the requirements of the minor interior design.*