

Academic Policies and Procedures

Graduation Requirements

Students must apply for graduation through the assistant dean's office of the college in which they major by the deadline announced in the university calendar.

Graduation requirements include general requirements, all Core requirements, and all requirements for the major. Successful completion of at least 128 semester credit hours, with a quality-point average of at least 2.0, is required for graduation. This minimum average must be met in the major and overall. In addition, the Boler School of Business requires a 2.0 average in the Business core. The last 30 semester hours must be completed in residence at John Carroll University.

Summer Graduates Participating in the Spring Commencement Ceremony.

The following criteria will apply for allowing students to participate in the commencement ceremonies prior to the completion of all degree requirements.

1. **Undergraduate students** must have no more than 9 remaining credit hours in order to complete their degree program. Two weeks prior to spring commencement, students must be registered for courses that will complete their degree requirements by the end of the summer. If the course(s) needed to graduate is (are) not offered at John Carroll University during the summer, arrangements must be completed which will insure proper transfer to the student's degree program at John Carroll. Students planning to graduate in August should have completed an application by March 1.
2. Students cannot have more than a three-quality-point deficit in any of the various categories in which a 2.0 grade average is needed for graduation. (This includes overall grade-point average, average in the major, and, in the case of Boler School students, average in all business courses.) Quality points will be calculated after course work for the spring semester has been completed and prior to the graduation ceremony.
3. Undergraduate students participating in the May commencement ceremony who have not completed all degree requirements will have their honors listed in the commencement program according to their overall grade-point average as of the end of spring semester.
4. **Graduate students** who are not writing an essay or thesis must have no more than nine remaining hours in order to complete their degree program. Graduate students who have not completed the essay or thesis (but who have completed **all** course requirements) must submit a petition signed by their academic advisor stating that the thesis or essay will be completed by the deadline established by the Graduate School for summer school graduation. Graduate students should apply for the May commencement ceremony no later than March 1.

Graduation Honors

The quality-point system is used to determine graduation honors. To qualify for graduation honors, a student must complete at least 60 credit hours in graded courses on the undergraduate level, all taken at John Carroll. To merit the distinction *cum laude*, candidates must attain a quality-point average of 3.50; *magna cum laude*, 3.70; *summa cum laude*, 3.90. These honors are inscribed on the diploma.

Commencement

John Carroll University conducts formal commencement exercises each year in May. Attendance at these exercises is optional; those attending must wear academic cap and gown. Diplomas are also issued in January and August, but students are invited to march in May.