Commencement Services. On-campus commencement services occur in May and August. Students who receive December conferral of their degrees have the option of participating in the May commencement services.

Graduation in Absentia. At the time of application for graduation/marching, students must indicate whether or not they plan to participate in the ceremony. Those who complete all degree requirements and choose to graduate in absentia forfeit their right to participate in a later graduation ceremony. Those who participate in a graduation ceremony before completing all degree requirements under the terms specified below may not participate for a second time when they complete their requirements.

Participation In Graduation Ceremonies
Graduation ceremonies are intended to recognize students who have completed all degree requirements and to celebrate their achievements. Students who are nearly completed with their degree requirements are also permitted to march and participate in the celebration within guidelines designed to maintain integrity of the degree-awarding process.

Upon submission of their Application for Graduation/Marching by the published deadline, students are authorized academically to participate in graduation ceremonies when they meet one of the following criteria:

1. Following registration for the term culminating in a Spring or Summer graduation ceremony, they fall within one of the following categories:
   a. Undergraduate students who lack no more than 6 semester credits for degree completion and meet both overall and major GPA requirements. Credits lacking include I's, DG's and unregistered work.
   or
   b. Graduate or undergraduate students who lack only completion of an unregistered practicum or internship or student teaching requirement which could be expected to be completed before the next graduation event.
   or
   c. Master of Divinity students who lack no more than 6 semester credits for degree completion, including practical field work courses. Credits lacking include I's, DG's and unregistered work.

2. Master or Specialist students without a thesis or project option who have been advanced to degree candidacy, lack no more than 4 semester credits for completion and by the official deadlines have met all other graduate degree requirements, including passing comprehensive exams (if required in the program). Credits lacking include I's, DG's and unregistered work.

3. Master or Specialist students with a thesis or project option who have completed all coursework, passed comprehensive exams (if required), and obtained approval of their thesis/project by the appropriate graduate committee, but have yet to file the thesis/project, as required. Notification of thesis/project approval must reach the Academic Records Office no later than 11:30 a.m. on Friday, one week before graduation.

4. Doctoral students who have completed all coursework, have met all graduate degree requirements, including passing comprehensive exams, and no later than four weeks before the graduation ceremony obtain approval of the appropriate graduate committee following successful defense of their dissertation/project (if required in the program), with one of the following results: "Accept the dissertation/project as defended" or "Accept the dissertation/project with minor revisions." For candidates whose result is "Accept the dissertation/project with major revisions," written notification from their committee that they have made satisfactory revisions as required must reach the Academic Records Office no later than 11:30 a.m. on Friday, one week before graduation. For graduation procedures applying to the PhD in Religion and ThD programs see bulletin section on PhD program requirements, “Oral Defense of Dissertation: After the Defense,” p. 338 and the PhD Program Handbook.

The graduation program does not distinguish between those students who have actually completed all requirements and those who have not. All students authorized to participate will receive diploma covers, and all doctoral candidates will be hooded. However, for those who march without completion, diplomas will be issued and dated on the next official graduation or degree conferral date following completion of all degree requirements.

A list of graduates who have completed all requirements and received degrees for each commencement will be made public through a posting on the Andrews University website.

Admission
Admission to Andrews University is available to any student who meets the academic and character requirements of the university and who expresses willingness to cooperate with its policies. Because Andrews University is operated by the Seventh-day Adventist Church, the majority of its students are Seventh-day Adventists. However, no particular religious commitment is required for admission. Any qualified student who would be comfortable within its religious, social, and cultural atmosphere may be admitted. The university does not discriminate on the grounds of race, color, creed, disability, national or ethnic origin, sex, marital status or handicap.

Admission to one of the schools of Andrews University does not guarantee admission to a specific department or program within a given school. Transfers from one school to another may be made when the student meets the admission requirements for that school and has the consent of the deans involved.

How To Apply
- Request application materials
  Telephone: 800-253-2874 toll free
  Web site: http://connect.andrews.edu
  Postal Address:
    Undergraduate Admissions Office
    Andrews University
    Berrien Springs, MI 49104-0740
- Return a completed Undergraduate Application form with the $30 fee.
- Use a Transcript Request form(s) to request official transcript(s) to be sent directly to Andrews University from the secondary school and/or any and all colleges attended.
- Take the ACT or SAT test and arrange to have the results sent directly to Andrews.

Apply Early. Some departments have admission deadlines. Consult departmental sections of this bulletin for details. All students should apply several months before they plan to enroll at the university.

Freshman students are encouraged to apply before their final secondary-school transcript is available. A preliminary transcript, GPA, and available test scores are used by the Undergraduate
Admissions Office for admission. All students must submit a final secondary-school transcript and ACT or SAT scores before they complete their first registration.

Admission Standards and Requirements

Undergraduate students are expected to meet minimum general admission standards. Individual schools or departments may set additional standards for entry into particular programs. These standards are often higher than those listed in the Undergraduate Admissions Requirement chart below.

<table>
<thead>
<tr>
<th>Undergraduate Admission Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Official documentation of completion of secondary-school studies from</td>
</tr>
<tr>
<td>• an accredited secondary school</td>
</tr>
<tr>
<td>• or an equivalent overseas school (to be assessed by AACRAO guidelines)</td>
</tr>
<tr>
<td>• or GED certification with a minimum average score of 450 on five sections of the test with no section lower than 410 and 2250 total.</td>
</tr>
<tr>
<td>A minimum high school GPA of 2.25 overall and ACT/SAT composite scores at the 50th percentile (currently, these scores are 20 ACT and 940–970 [verbal and math] SAT; but are subject to adjustment annually) is required for admission. Transfer students must have a minimum college cumulative GPA of 2.25 (and ACT/SAT scores are recommended, but not required). Students who do not meet these requirements will be reviewed by the Undergraduate Admissions Committee, no later than July 15 for fall semester enrollment or November 15 for spring semester enrollment, for possible conditional admission with prescribed intervention.</td>
</tr>
<tr>
<td>The individual admissions status of each applicant is subject to the review and final decision of the Undergraduate Admissions Committee.</td>
</tr>
<tr>
<td>For high school students, reference evaluations may be conducted with the student's guidance counselor and/or principal.</td>
</tr>
</tbody>
</table>

A student who does not meet the regular admission standards may apply. The student's application materials will be reviewed by the Undergraduate Admissions Committee using recommendations from the academic dean of the college or school in which admission is sought. After the review, the student will receive a letter outlining the conditions to be achieved for regular-student standing or indicating that admission has been denied.

Home-Schooled Students. Andrews University welcomes and encourages students who have completed their high-school education in a homeschool setting to apply for admission. Homeschool students should submit the following documentation along with the regular undergraduate application and $30 fee:

- ACT (or SAT) test results
- One of the following:
  1. Detailed transcript* with a cumulative GPA
  2. GED certificate.
  3. Portfolio* including course descriptions, resources used, time spent, and samples of best work for each course.

* Should be completed and signed by the person who directed the program, along with the help of the student where appropriate. Call 269-471-6200 or 269-471-3854 for more information.

Note: Griggs University (GU) offers a secondary education program and will work with homeschool students who take a minimum of their last three high school courses through HSI to develop and grant a high school diploma. Contact GU at 800-782-4769.

Community Values Agreement. Each prospective student must sign a statement on the Undergraduate Application form agreeing to respect and abide by the rules and standards of the university.

English Proficiency Requirement. All students whose first language is not English must demonstrate that they can read, speak, and understand English. A minimum score of 550* on the paper TOEFL exam, 213* on the TOEFL computer version, or 80* on the MELAB exam demonstrates such proficiency. Students who score below these levels may complete language requirements by enrolling in Intensive English Program courses (ENSL) on campus and passing the exit exam for English as a Second Language.

Language proficiency must be met before enrolling full-time in regular course work. These test results will not be required when the applicant has completed all education from at least the ninth through the twelfth grades or equivalent in a country where English is the spoken language and medium of instruction.

* Some programs require higher scores.

Required Medical Records. In accordance with recommendations from the Centers for Disease Control, the Michigan Health Department and the American College Health Association, all first-time students must supply certain medical records to the school they plan to enter before registration can be completed.

- Tuberculosis Screening. Students with a previous positive TB skin test must submit a report of a chest X-ray taken anytime within 12 months before registration. All other students must submit proof of a negative TB skin test taken any time within the six months before registration.

- Measles, Mumps, and Rubella (German Measles) (MMR) Immunization. Each student born after December 31, 1956, must show proof of immunity to the diseases by one of the following means:
  - Two MMR vaccines received after 12 months of age
  - One MMR vaccine received within the two years before registration
  - A blood test proving immunity to the diseases.

Admission of Transfer Students

Students who have already attended a community college or other post-secondary school are admitted based on the same admission standards required of all applicants.

Transfer students who have earned at least 24 semester credits before applying to Andrews are evaluated on the basis of their college GPA and not their secondary-school GPA.

Transfer credits do not appear on the student's Andrews transcript.

A transfer student who does not meet admission standards may apply. The student's application materials will be reviewed by the Undergraduate Admissions Committee using recommendations from the academic dean of the college or school in which admission is sought. After the review, the student will receive a letter outlining the conditions for admission or indicating that admission has been denied.
Transfer of Credits. Students enrolling at Andrews University may transfer to their current program a limited number of credits for courses taken at other schools, if the following expectations are met:

- Complete official transcripts are submitted from each institution where work was done. (Registrars of these institutions should send transcripts directly to the Undergraduate Admissions Office of Andrews University.)
- The credits presented for transfer are for college level courses in which the student has earned a grade of C- or higher.
- All credits presented for transfer come directly from accredited institutions.

Requests for transfer of credits may be made only at the time of admission to the university, at the time when a change of program is approved, or if a petition to accept the course is approved and on file before the course is taken. The approving officer may specify conditions that must be fulfilled for the acceptance of the course.

Limit on Number of Transfer Credits. The schools of the university allow no more than 70 semester hours to be transferred from community colleges (two-year) and applied on a baccalaureate degree. More may be approved by the dean as part of a planned professional program.

Only 6 transfer credits, including correspondence credits, may be applied on the last 36 semester credits of a degree program. Individual schools and programs may have other limitations on transfer credits.

Transfer of Credits from an Unaccredited School. Transfer credits from an unaccredited school are accepted on an individual basis after the student has demonstrated satisfactory academic performance at Andrews University. With advice from the Undergraduate Admissions Office and Academic Records Office, the dean of the school concerned determines the credits to be accepted, based on satisfactory performance in advanced-level courses and/or validation examinations. Likewise, departments determine the credits that can be applied toward a major or minor.

Dual Enrollment Status
Dual enrollment status is available to advanced undergraduate students who wish to begin work on a graduate program. However, taking graduate courses does not guarantee or imply future admission to a degree program.

Requirements for Dual Enrollment. To be eligible for dual enrollment status the student must satisfy all of these requirements:

- Be an undergraduate student at Andrews University
- Be within 12 credits of finishing an undergraduate degree
- Be in the process for admission to a graduate program and meet all other regular admission standards for a graduate program
- Be enrolled in no more than 12 credits (combined graduate and undergraduate) each semester.

Limitation on Graduate Credits. The limitations on graduate credits taken while a student has dual enrollment status are the following:

- Credits may not be used to satisfy undergraduate requirements.
- A maximum of 16 credits of graduate courses may be reserved and applied to a subsequent graduate degree at Andrews University.

Permission to Take Classes (PTC) Status
Permission to Take Classes (PTC) is a temporary enrollment status, not an admission category.

Qualifications for PTC Status. PTC status is assigned to any of the following:

- Guest students who are already regular students at another school but wish to take courses at Andrews without being admitted.
- Persons who need certain courses to qualify for certification.
- Adult students in off-campus classes who do not wish to enroll for a degree program.
- Gifted secondary-school students enrolled in special programs for academic enrichment.

Secondary Students Taking College Classes on a PTC Basis.
Several programs are available to high school students for taking classes at Andrews University through direct arrangements with school offices such as Andrews Academy and the Berrien County Intermediate School District. Students who are interested in these programs should check with these offices to determine courses available and the payment program. These offices then communicate enrollment lists to the office manager in the Andrews University Enrollment Services office.

For high school students, including homeschool students, who are interested in taking classes not arranged through the process mentioned above, the student should initiate the registration process through the office manager in the AU Enrollment Services office. This is done on a Permission to Take Class(es) (PTC) form. 300+ level courses require approval from the teacher of the course. These courses are offered at 50% off tuition of the "per credit under 12 credit hours rate." If a student selects a class, or set of classes, equaling 5 credits or more they are charged the General fee for the semester as well. This fee is also discounted at 50%. There is no discount on lab/class fees. Once the PTC form is completed, the student then makes a payment for their 50% portion plus applicable lab/class fees at Student Financial Services after which they are financially cleared, shown as registered, and ready to start classes.

Limitation of Credits Taken on PTC Status. Students who eventually apply and receive regular admission, may ask that up to 21 of the undergraduate credits taken on a PTC basis be applied towards the proposed degree. A minimum grade of C must be received in each course to be accepted for degree credit.

Admission of International Students
International students must pay an advance deposit and a housing deposit. Such students are also required to present a satisfactory budget for financing their studies and living costs (see the financial section of this bulletin).

Only after the above provisions have been met will an I-20 Form be issued to enable a student to obtain the necessary entry visa to the U.S.

Students Accepted with Prescribed Intervention
Some freshmen who do not meet regular admissions standards but whose high school performance or test scores indicate a possibility of success may be accepted. They are advised through the Student Success office. They will receive skills assessments and will be placed in classes selectively to enhance their academic success. Many will be required to take skills building classes. Students accepted with intervention must improve any skills deficits and achieve satisfactory academic performance in order to progress in their academic program.
Refusal or Annulment of Admission
Applicants may be refused admission
• when they do not meet the admission standards
• when they submit transcripts or records found to be fraudulent.
Admission status may be canceled or annulled
• when students do not meet the conditions specified for
  continuing enrollment
• when the admission status was based on documents later found
to be fraudulent.

ACADEMIC INFORMATION

Planning Programs

Advisors. Students are assigned academic advisors based on the
major chosen. Advisors function as academic guidance counselors
to help students to schedule their courses, to learn how to follow
academic rules and regulations, and to make decisions regarding
their future.

Required Placement Tests. Before registration, all new students
must take two placement tests for use in academic advising:
• ACT or SAT
  The ACT or SAT is required for admission and should be taken
  before arriving on campus.
• Mathematics Placement Test
  The Mathematics Placement Test is given on campus.
Direct questions concerning advising, tutoring and student success
to the Student Success Center. (phone 269-472-6096, email:
success@andrews.edu).

Declaration of Major. Students are encouraged to declare their
major field of study by the start of their sophomore year. Special
advisors are assigned to students yet undecided. Assistance in
exploring majors/careers is given through the Student Success
Center and the Counseling and Testing Center.

Class Standing
At the beginning of the autumn semester, undergraduate students
are classified according to the number of semester credits earned.

Areas of Study
Specific requirements for majors, minors, and professional-degree
programs are listed under each department section. Courses in
other departments which are needed for a degree program also
may be required as related cognate requirements.
All courses used to meet major requirements must be selected
in consultation with the major professor or advisor.

Honor Lists
Dean's List. Students with a minimum semester GPA of 3.50 are
eligible to be on the Andrews University Dean's List. They must
carry a load of at least 12 letter-graded credits, have no letter
grades below a B (3.00), and have no incompletes. Receipt of a
DG does not affect eligibility for the Dean's List. Each semester
this list may be published or posted.

Study-Work Loads

Course Load. The course load is expressed in semester credits.
Each semester credit represents one fifty-minute class period
or equivalent per week for one semester. Preparation time of
approximately two hours for each class period is assumed. Thus
a 4-credit class meets four times a week. A laboratory or practicum
experience of 3 hours is considered equal to one regular class
period unless otherwise noted in the course syllabus.
The normal undergraduate class load is 15 to 16 credits per
semester. Those wishing to register for more than 17 credits must
secure permission from their dean. If good scholarship has been
demonstrated by the student, the dean may permit a freshman to
register for a maximum load of 17 credits; sophomores, juniors, and
seniors for 18 credits. Adding to the course load by receiving private
instruction, by correspondence work, or by registering in another
university or college while being currently registered at Andrews
University is not allowed. Exceptions must have permission from
the dean of the school in which the student is enrolled. If permission
is granted, the total study load per semester must not be greater than
the maximum load permitted in residence. A student is not permitted
to earn more than 20 credits during one semester.

Work Load. The course load of students who engage in part-time
employment must be adjusted to provide a reasonable balance of
work and study. In determining the proper balance, the student's
intellectual capacity and previous academic record are considered.
Students taking 12 to 16 credit hours are recommended a
maximum work load of 20 hours per week.
Students should consult with their advisors in planning a proper
balance of study and work. Exceptions to the above guidelines
require approval by the dean of the school in which the student
is enrolled and the Employment Office before the work is
undertaken. On-campus employment is limited as specified in the
financial section of this bulletin.

Satisfactory Academic Progress
Students are expected to maintain the following minimum
academic performance standards:
• Successfully complete at least 60% of all courses attempted
  following initial enrollment.
• Maintain an overall GPA of at least 2.00 (average grade of C).
If a student fails to maintain an overall GPA of 2.00 (on a 4.00
system), his/her enrollment category is changed to probationary.

Academic Probation Procedures

Academic Probation. Students whose overall GPA for previous
course work is below C (2.00) or who earn a GPA of 1.75 or less
in any term are placed on academic probation for the following
term. Students on academic probation are removed from probation
when they successfully complete the requirements of their
academic probation plan as prescribed by their dean.
Students on academic probation: (1) are expected to limit
extracurricular activities and part-time employment; (2) may
be required to take special courses (see below), and (3) may
be restricted to taking no more than 12 credits per semester,
including these special courses. This program ensures that
students have ample time to concentrate on their courses and
develop personal habits for greater success in future terms.

Students on academic probation for any two semesters may not be
permitted to re-register.
Students on academic probation may be required to take one or
more of the following special courses:

<table>
<thead>
<tr>
<th>Year Level</th>
<th>Credit Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman</td>
<td>0–24</td>
</tr>
<tr>
<td>Sophomore</td>
<td>25–56</td>
</tr>
<tr>
<td>Junior</td>
<td>57–86</td>
</tr>
<tr>
<td>Senior</td>
<td>87+</td>
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</tbody>
</table>
• EDPC115 Academic Learning Assessment—individual guidance to help students succeed at Andrews University. Instructors use comprehensive evaluations and individualized plans to help students break patterns of failure and to achieve success.
• EDPC116 Academic Development—to help students clarify personal goals and values and improve their study skills.
• ENGL110 Beginning Composition—to help students learn to write clear, effective sentences and paragraphs with few mechanical errors.
• EDTE140 Reading Vocabulary Development and EDTE160 College Reading Efficiency—to improve the skills of those with reading problems.
• MATH091 & 092 Arithmetic and Algebra Review—to help students with poor mathematical backgrounds.

Further information is available from the dean of each school offering undergraduate programs.

Academic Suspension/Dismissal. Students are subject to academic dismissal in four ways:
• Earning during a given semester a GPA of 1.25 or less
• Two semesters on academic probation
• Failure to meet Probation Student Guidelines for their personal academic probation program outlined by their dean
• Displaying a high degree of academic irresponsibility in matters such as class attendance and homework assignments. Failure to honor the Scholastic Study Lab Contract is sufficient grounds for academic dismissal.

Academically suspended students may appeal to the dean for semester-by-semester admission.

Advanced Placement Opportunities
Andrews University provides opportunities for advanced placement by following the methods listed below. This applies only to matriculated students in good and regular standing. Regardless of the method, the most credit that may be applied to a baccalaureate degree is 32 semester credits.

The Advanced Placement Opportunities booklet, which can be obtained from the Academic Records Office, has the courses listed that will be accepted for the various areas listed next:

International Baccalaureate Exam. Andrews University recognizes scores from the International Baccalaureate (IB) exam as follows:
• For general-education courses, a score of 4 (Higher Level) is considered for general-education credit.
• For major-level courses, a score of at least 5 (Higher Level) will be considered through review by the department for credit towards major requirements.
• The student may be allowed to enroll in a sophomore-level, major-level course with the purpose of validating the IB experience. If a grade of at least B- is obtained in the sophomore-level course(s), credit for the freshman-level major course(s) would be given.

Advanced Placement Program. Some secondary schools offer selected students the opportunity to accelerate learning by taking one or more subjects at the college level during their senior year. In May of each year, the College Entrance Examination Board (CEEB) gives a set of Advanced Placement (AP) examinations which cover this advanced work. Andrews University cooperates in the Advanced Placement Program, awarding college credit for all AP courses passed with an exam score of three (3.00) or better.

Exceptions: To receive Calculus I and II credit, a score of 4 or 5 must be achieved on the AP Calculus BC examination.

A score of 4 or 5 on the Advanced Placement test in Language and Composition may provide the student with 3 credits for ENGL115 (English Composition 1). A score of 4 or 5 on the Advancement Placement test in Literature and Composition may provide the student with one of the following: 3 credits for ENGL115 OR 3 credits for ENGL255 (Studies in Literature).

Credit by Examination. Some students have achieved college-level proficiency on the basis of work experience or informal study. Andrews University provides recognition for such learning through two types of credit-by-examination procedures: (1) recognized standardized tests such as the College Level Examination Program (CLEP) and the Defense Activity for Non-Traditional Education Support (DANTES), and (2) through examinations administered and/or prepared by an academic department within the university.

All CLEP and DANTES examinations must be taken during the student's first year in residence. No credit by examination of any type may be taken during the last semester immediately preceding graduation.

Transfer students wishing to apply CLEP or DANTES credits to their Andrews degree must have a CLEP or DANTES transcript sent to the Andrews Counseling and Testing Center for score evaluation by Andrews University standards. A fee is charged for this evaluation (see the financial section). Credit is allowed if the student scores at or above a score of 50 in a CLEP Subject Examination. Selected DANTES Subject Standardized Tests have been approved as a basis for credit at Andrews University.

Credit by examination is never regarded the same as credit taken in residence. No type of credit by examination may be used to replace failures or other low grades received at Andrews.

Complete information on the subjects accepted by Andrews University for CLEP or DANTES is available from the university's Counseling and Testing Center. Information on challenge exams administered within individual university departments should be sought directly from the respective department(s).

Validation or Proficiency Exams. Special examinations may also be taken for reasons other than earning credit. Certain published curricular or degree requirements may be waived, or transfer credits from an unaccredited college may be validated through special examinations. For further information, contact the dean of the respective school.

Special Learning Experiences
Correspondence Courses. A maximum of 16 semester credits by correspondence, other than credits taken through Andrews University distance-education courses, is accepted toward a baccalaureate degree. However, correspondence credit may be applied on a major or a minor only with the approval of the department chair. Normally, students do not take correspondence courses while in residence. They may be allowed to do so because of a schedule conflict. Permission must be obtained in writing from the dean of the school in which the credit is to be accepted. Correspondence work is counted as part of the regular college load. Courses should be completed within six months from the time of enrollment.

Only 6 transfer credits, including correspondence credits, may be applied toward the last 36 semester credits of a baccalaureate degree. Correspondence courses cannot be used to replace failures or other low grades earned in residence. All transcripts for correspondence work must be in the Academic Records Office at least 15 days prior to commencement.
PLA: Prior Learning Assessment. Credit for PLA is validated and granted through a process that includes the presentation of a portfolio. This credit-granting option is available only to students 24 years of age or older. PLA is for adult learners who desire tangible recognition through academic credit for their achievements and expertise. Credit can be given for knowledge already acquired in subject areas as a result of on-the-job training, community-service activities, non-credit courses, and/or special accomplishments. For more information, contact the Student Success Center.

Multiple Majors. Students may earn more than one major for a single degree. All requirements for each major must be met including cognates. If the majors are offered for different degrees, students must specify which degree they wish to receive and complete the General Education requirements for that degree.

Course Requirements. Students must complete the General Education requirements plus the specific requirements for the program of study for the second degree. Students may earn more than one major for a single degree. All requirements for each major must be met including cognates. If the majors are offered for different degrees, students must specify which degree they wish to receive and complete the General Education requirements for that degree.

Associate Degree Requirements
Credit Requirement. A total of 62 semester credits must be earned and applied toward the degree.

Course Requirements. Students must complete the General Education requirements plus the specific requirements for the degree as specified in the appropriate section of this bulletin, including core, major, emphasis, and cognate requirements.
non-Andrews courses for any part of the final 6 credits, the
dean of the college/school in which the student is enrolled must
approve.
• A minimum of 9 credits of the major must be taken in
residence.

Grade Requirements. The grade requirements for an associate
degree are the same as for a baccalaureate degree.
• Overall GPA: A GPA of at least 2.00 (C) is required in all
transfer credits and in credits earned at Andrews University that
are used to meet degree requirements. (Individual schools or
departments may have higher minimum GPA requirements.)
• Major GPA: A GPA of at least 2.25 is required in all transfer
credits and in all credits earned at Andrews University that are
counted for a major. (Individual schools or departments may
have higher minimum GPA requirements.)

Request for Graduation. A degree candidate must file a request
for graduation with approval by the student's advisor and a
designated records officer.

Student’s Governing Bulletin
Students may graduate under the bulletin for any school year they
attend Andrews as long as that bulletin was published no more
than ten years before the planned date of graduation. If students
leave the university after earning at least 8 semester credits and
then try to transfer more than 12 semester credits earned in the
interim from another college, they are governed by the bulletin for
the school year in which they return. The dean of the college in
which the student is enrolled may permit exceptions.

The university reserves the right to require students (1) to
take another course when a course required under an earlier
bulletin is no longer offered, and (2) to graduate under a recent
bulletin if they are working for certification by a governmental or
professional agency.

GENERAL EDUCATION

Philosophy of General Education
The rapid expansion of knowledge in a multi-cultural world
requires those who would be truly educated to adopt a philosophy
of life-long learning. One must engage the mind in the study
of many fields, from the fine arts to the empirical and social
sciences. This broad encounter with varied perspectives and the
exposure to knowledge gained from many disciplines forms the
domain of General Education, one of the two pillars of American
higher education. By contrast, the other pillar is one's chosen
major, usually a focused study of a specific discipline and the
development of required skills.

Thus, the General Education program encourages students
to reach beyond the mere exercise of certain skills and the
accumulation of present knowledge. Although the faculty deeply
respects learning, it considers another goal equally essential—that
of producing Christian alumni notable for their culture, character,
civility, and intellect. Thus, the faculty seeks to prepare graduates
who possess the ethical values, interests, abilities, and analytical
thinking for both leadership and service, so that they may
contribute effectively to their homes, companies, communities,
and churches. Transmitting this common yet distinctive heritage—
along with an appropriate level of knowledge and skills—forms
the essential purpose of General Education at Andrews.

General Education is more than simply completing a specified
list of courses. The faculty desires that undergraduates go beyond
the mere study of their chosen disciplines to focus on developing
spiritual strength, Christian values, and social abilities. As a result,
the General Education program strives to foster an atmosphere in
which each student is encouraged to
• Construct a thoughtfully conceived world view that recognizes
the roles of Scripture, nature, and human discovery as sources
of truth. Moreover, living from this perspective means
consciously making Christian convictions explicit and applying
them ethically, as well as articulating individual values from the
viewpoint of one’s chosen profession.
• Understand the heritage and mission of Andrews University in
furthering the cause of Christ within the context of Seventh-day
Adventist faith and practice. Thus, one is to affirm in mind and
practice the importance of the Christian way of life as revealed
in Scripture. This implies compassionate behavior toward other
individuals as well as respect for the dignity of all peoples,
recognizing their creation in the image of God.
• Enjoy camaraderie with many individuals, form enduring
friendships within the diverse campus community, and esteem
the sacred nature of marriage.
• Evaluate one’s interpersonal effectiveness, including the ability
to work in groups while maintaining the ability to think for
oneself, and strive to enlarge the scope of all personal abilities.
• Understand one’s role and responsibilities as a citizen in a
secular society and as a member of a religious community;
and then, beyond understanding, to respond with thoughts,
with emotion, and with action to the needs of one’s wider
community.
• Strengthen the ability to judge clearly, observe accurately, draw
reasonable inferences, perceive relationships, and to show the
ability to discriminate among alternatives and design creative
strategies to solve problems.
• Enjoy the cultural achievements of humanity and foster
participation in creative and aesthetic activity.

General Education Goals
To be well-informed, participating members of society, graduates
must be knowledgeable in many areas. Andrews University
considers the following areas to be important and designs its
curriculum to help students meet the goals.

Religion—From a study of faith, ethics, and doctrine, students
will gain an experiential understanding of God’s divine plan for
their lives.

Language and Communication—Through practice, students
will develop strategies for effective oral and written English
communication. A Bachelor of Arts student will learn to
communicate in a foreign language at the intermediate level.

Arts and Humanities—As students study and experience
literature, ideas, and the performing and visual arts, they will
come to understand how civilization expresses itself.

Social Science—Students will come to understand human-
behavioral theories and perspectives as manifested in social,
geographic, political, and economic relationships.

Service—Students will apply their knowledge and skills to
the benefit of others by identifying with and serving in a selected
community.

Physical/Natural Science—Students will experience the
scientific method of studying the natural universe and the current
way of understanding it.

Wellness—Students will study and apply the principles of
health and fitness to their own lives.