

degree. An applicant from a junior/community college must complete 60 semester hours toward a degree in an accredited four-year college or university. The last 30 semester hours (minimum of two semesters) must be completed at the University of Tennessee at Martin. Hours earned through an approved study-abroad program, assuming the conditions outlined in the Study Abroad and Internship Experiences section of this catalog have been met, will be used toward satisfying residency at the University of Tennessee at Martin. GPA will be calculated based upon the last 30 University of Tennessee at Martin hours.

### **Fees**

11. Satisfy all financial obligations (fees or fines) owed to the university.

**NOTE: Some of the colleges and departments within the university have special requirements above and beyond those stated here, and students are advised to consult the appropriate section of this catalog for any further degree requirements.**

## **Second Bachelor's Degree**

A student who holds a bachelor's degree may receive a second bachelor's degree from The University of Tennessee at Martin by satisfying the following requirements:

1. Meet all requirements for both degrees, as specified above.
2. Complete at least 30 semester hours beyond the total hours required for the first bachelor's degree.

## **Degree Appeals (Special Requests)**

Individual student petitions concerning deviation from degree requirements should be prepared in consultation with the student's adviser on a Special Request form. Special requests are submitted to the student's college degrees committee for approval. Special requests which are denied by the college committee may be resubmitted to the committee for a second and final judgment. Special requests which involve exceptions to university degree requirements must also receive approval from the Undergraduate/Graduate Council after receiving approval from the college committee. All Special Request forms must include verifying documentation to support the student's request. This documentation should include:

1. description of course(s) taken, or to be taken, that are sufficient in fulfilling the degree requirement, as verified by the student's adviser, department, and college;
2. letters from Student Health Services or private physician;
3. letters from employer on company letterhead; or
4. other written evidence which supports the student's request.

If the Undergraduate/Graduate Council denies the student's request, it may not be resubmitted to the council. Any appeal to the vice chancellor for academic affairs must be limited to an alleged procedural violation.

## **Correspondence and Extension Work**

The candidate may offer by correspondence and/or extension as much as one-fourth of the gross total hours required for the degree sought and have this work counted toward the degree. Credit for undergraduate courses in extension and/or correspondence in the major subject shall be limited to one-fourth of the total credit hours required.

Correspondence credits are not recognized by The University of Tennessee College of Law, or—except by prior permission—by The University of Tennessee Health Science Center at Memphis. Extension credits are recognized by the College of Law in accordance with the limitation set in the above paragraph. Extension credits are accepted by the Health Science Center only with prior approval of the dean of the college concerned.

Most courses offered in the College of Education and Behavioral Sciences cannot be taken by correspondence for credit in meeting degree requirements at UT Martin. This policy is especially applicable to courses pertaining to teaching methods. Questions should be directed to the appropriate departmental chairpersons before registering for such correspondence courses. Decisions regarding approval will be made by the College of Education and Behavioral Sciences dean.

A student taking work for certification purposes should consult the Professional Assistant for Teacher Certification, College of Education and Behavioral Sciences, as to the amount of extension and/or correspondence credit allowed for a teacher’s certificate.

Seniors may take a total of six semester hours of the last 30 semester hours required for the degree by correspondence, extension, and/or interactive distance learning emanating from other University of Tennessee campuses. If the candidate is a senior transfer, no work during the last semester may be taken by correspondence, extension or interactive distance learning emanating from other UT campuses.

Any student wishing to add a course by correspondence must be in good standing at UT Martin and must get the approval of the dean of the college in which the student is currently enrolled. It is strongly recommended that no course be undertaken by correspondence during the final semester before graduation.

Courses may be started at any time. A Correspondence Study Catalog, including information on enrollment, costs, credit, books, etc., may be obtained by writing to the Office of Admissions, The University of Tennessee at Martin, Martin, Tennessee 38238 or calling 731-881-7020 or 1-800-829-UTM1.

## **Honors and Awards**

### **Honors**

#### **University Honor Roll**

Recognition is given to undergraduate students who complete a semester’s work with:

Honors.....	3.2 through 3.49 GPA
High Honors.....	3.5 through 3.79 GPA
Highest Honors.....	3.8 through 4.0 GPA

To be eligible for the university honor roll, a student must have carried 12 or more academic hours, not counting work taken for pass-fail credit.

#### **Honors Graduation**

The diplomas of graduating seniors show honors categories based on the following scale:

Cum Laude.....	3.2 through 3.49 GPA
Magna Cum Laude.....	3.5 through 3.79 GPA
Summa Cum Laude.....	3.8 through 4.0 GPA

To qualify for one of these honors categories, a student must complete at least four semesters (60