

# Graduation Requirements

## Undergraduate

To be eligible for graduation from Charter Oak State College, undergraduate students must meet the following College requirements:

1. Earn at least 120 hours for a bachelor's degree; 60 hours for an associate degree.
2. Earn at least 30 upper level credits (applies only to bachelor's degrees).
3. Fulfill the General Education requirement.
4. Fulfill the liberal arts requirement as follows:
  - Associate in Science 30 liberal arts credits
  - Bachelor of Arts 90 liberal arts credits (Sociology Major only)
  - Bachelor of Science 30 liberal arts credits
5. Have a cumulative grade point average of at least 2.0.
6. Complete the Written Communication requirement with grades of C or higher.
7. Successfully complete the Cornerstone course with a grade of C or higher.
8. Fulfill all requirements of the Concentration or Major with no grade in the CPS lower than a C, including the required Capstone course (applies only to bachelor's degrees).
9. Submit a graduation application by the appropriate deadline, including the graduation fee.
10. Demonstrate the ability to read and write standard English appropriate to the degree level being earned.

## Graduate

To be eligible for graduation from Charter Oak State College, graduate students must meet the following College requirements:

1. Earn at least 33 hours for a master's degree
2. Have a cumulative grade point average of at least 3.0.
3. Fulfill all course requirements of the major and:
  - Complete all the Core and Major courses with a grade of B- or higher.
  - Complete the Capstone Seminar with a grade of B or higher.
4. Submit a graduation application by the appropriate deadline, including the graduation fee.

Graduate students have five years to complete a Charter Oak State College graduate degree.

## Applying for Graduation

Applications for graduation should be submitted by the deadline dates established in the [academic calendar](#). Charter Oak State College awards degrees three times per year (May 31, August 31, December 31). Each year, one [graduation ceremony](#) is held in late May or early June. Diplomas are issued 6-8 weeks after the graduation date.

Students who apply for graduation and fail to graduate within 3 graduation periods after the submittal of their application will have to reapply for graduation.

Only the degree will appear on the Diploma. Degree, major, and concentration information will appear on the official transcript. In reference to the diploma lettering, the font is very flourished and sometimes the letters might look incorrect but is indeed correct.

## Degree Completion Time Frame

### Undergraduate

There is no set time limit to complete a Charter Oak State College undergraduate degree. However, some concentrations/majors have time limits on the acceptance of certain courses. Students who are not active in earning their degree over a one (1) year period will be administratively withdrawn from the college.

Undergraduate students are also eligible for financial aid up to 150% of their degree requirements, based on what is published in the official Charter Oak State College catalog.

### Graduate

All graduate coursework must be completed with five (5) Years. Students not registered two consecutive semesters will be dismissed, excluding summer.

## **Determination**

The Charter Oak State College Office of Financial Aid reviews student number of credit hours attempted at the end of every semester. Once a student exceeds the maximum time frame for their program, the student will no longer be eligible for federal or state financial aid for any future semesters at Charter Oak State College.

## **Appeal**

Charter Oak State College automatically allows the maximum credits as specified by federal regulations. An appeal may be submitted to explain your reasons for not completing on time. **See also:** [Satisfactory Academic Progress](#)