



# UNIFORMED SERVICES UNIVERSITY OF THE HEALTH SCIENCES

COLLEGE OF ALLIED HEALTH SCIENCES  
2787 WINFIELD SCOTT ROAD, BLDG 2398  
JBSA FT. SAM HOUSTON, TEXAS 78234



College of Allied Health Sciences  
Office of the Dean  
CAHS-DPM-001-2019

## MEMORANDUM FOR FACULTY, STAFF, AND COLLEGE OF ALLIED HEALTH SCIENCES STUDENTS

### SUBJECT: Graduation Policy

**A. Purpose:** This instruction establishes the USU College of Allied Health Sciences (CAHS) policy concerning graduation.

**B. Applicability:** This instruction applies to undergraduate students enrolled in the CAHS programs and provides guidance to faculty and staff.

**C. Policy:** The following regulations/policies apply toward the graduation of students from the College of Allied Health Sciences.

1. Students will not graduate until they have met all requirements for graduation. This includes:
  - a) Residency requirement of at least 25% of Hours for the Associates and at least 25% of Hours for the Bachelors.
  - b) Completion of the total cumulative hours requirement of at least 60 for the Associates or at least 120 for the Bachelors.
  - c) Successful completion of all requirements for the major.
  - d) Achievement of a minimum grade of "C" in all CAHS coursework ("C-" in transfer coursework).
  - e) Submission and receipt by CAHS of all official external transcripts and official score reports prior to the graduation date.
  - f) Completion of all required paperwork prior to the graduation date (substitution forms, etc).
2. Students who have not completed all graduation requirements by the graduation date will be moved to the next available graduation period.
3. The College of Allied Health Sciences awards degrees three times per year: May, August, and December.
4. Students who Reverse Transfer coursework to complete requirements for graduation will request that official transcripts be submitted to the CAHS. Once the transcript(s) are received they will be evaluated for transfer and applied to the student record. If all requirements are met for graduation, the degree will be awarded in the first available graduation.

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(Signature)

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February 14, 2019

(Date)

Dr. Mitchell Seal, EdD, MEd-IT, BSN, RN  
Dean, College of Allied Health Sciences  
Uniformed Services University of the Health Sciences