

Bachelor of University Studies

Questions and Answers

What is the difference between a Bachelor of University Studies major and a BUS with an option in Multidisciplinary Studies?

The Bachelor of University Studies major requires completion of no fewer than 50 upper division hours selected from two or more disciplines. In the Multidisciplinary Studies option, the "major" is composed of two or three areas of concentration (usually minors) and students are required to complete 45 upper division hours. Talk to your adviser, the Student Academic Services Office for your college, University Academic Services in 214 Student Union, or the Advising Center at OSU-Tulsa if you're not sure which option is best for you.

How do I choose an adviser?

Determine which disciplines you will use to create your "major". Then, go to the college Student Academic Services Office for the discipline that will make up the majority of your upper division coursework (for example, if you plan to complete 40 hours in Sociology and 10 hours in Agricultural Leadership, go to the Student Academic Services Office for the College of Arts and Sciences). In addition, advisers in University Academic Services in 214 Student Union and the Advising Center at OSU-Tulsa can help you develop a plan.

Do I have to keep the first adviser I choose or may I change at some later date?

You may change advisers at any time; however your adviser must advise students in one of the disciplines on your plan or serve as an adviser for University Studies students in University Academic Services or the Advising Center at OSU-Tulsa.

At what time may I declare this major?

You may declare the Bachelor of Studies major at any time, however, your major will not change on SIS (the Student Information System) until your Declaration of Major form has been approved.

Will a departmental representative in each of my chosen disciplines need to approve courses? Example: You will complete upper division coursework in Marketing, Management and Speech - two colleges, three different departments. Who decides the coursework you will complete?

Your adviser will help you identify at least two departmental representatives (faculty member or adviser) in your chosen disciplines. They will sign your Declaration of Major form to indicate approval. After the departmental representatives approve your plan, you and your adviser will submit the form to the dean of the college (or his/her designee) for approval. The plan will then be sent to the Associate Vice President for Academic Affairs who will forward the plan to the Registrar. A copy of the approved form, listing any changes, will be emailed to you, your college, and the Registrar's Office.

If I select a plan that lists courses I plan to take, may I change the plan with adviser approval?

Yes. Submit the course substitution form signed by your adviser to the Associate Vice President for Academic Affairs before the semester you plan to graduate.

Is there a GPA requirement for the Bachelor of University Studies?

You must maintain a 2.0 GPA to graduate from Oklahoma State University.

May I earn a grade of D in the courses included in the disciplines?

Yes.

May an adviser or departmental representative require me to take specific courses or refuse to allow me to include a course on my plan?

Yes. Your adviser or a departmental representative may direct you to include specific courses in the minor to best meet your educational goals or they may refuse to allow you to include a course on the plan (for example, if two courses have substantially similar content).

Do I have to meet College/Departmental requirements?

You are only required to complete general education courses required by your college of enrollment. Please note that required general education courses (courses with A, D, S, N, L, H, or I designations) may be listed on degree sheets under general education and college/department requirements.

Will I qualify for alternative certification to become a teacher if I complete this degree?

According to the Oklahoma State Department of Education (www.sde.state.ok.us), a degree in general studies does not qualify you for certification unless you complete coursework that is equivalent to a major in a certification area (for example, if you wish to pursue alternative certification in History you must complete all of the courses listed as major requirements for a Bachelor of Arts in History).

NOTE: Anyone who has been denied admittance to an approved teacher education program or enrolled in and subsequently failed required teacher education courses necessary to meet the minimum requirements of a teacher education program is not eligible for the Oklahoma Alternative Placement Program.

Are there any other requirements for graduation with the Bachelor of University Studies degree?

You must complete at least 120 semester hours with at least 2.00 GPA. At least 50 hours must be upper division. You must also complete at least 60 hours from a four year institution.

Steps for Approval

1. Sign the Declaration of Major form to indicate you agree to follow the approved plan. Once your plan has been approved, you are responsible for carrying out the plan, e.g., completing all coursework, maintaining your GPA, etc.

2. Obtain your adviser's signature.

3. Obtain a signature from the departmental representative.

Name _____ Location _____

4. Obtain a signature from the departmental representative.

Name _____ Location _____

5. Obtain a signature from the departmental representative (this signature may not be required).

Name _____ Location _____

6. Obtain a signature from the dean or his/her designee.

Agricultural Sciences and Natural Resources
Cheryl Devuyst
136 Agriculture Hall
405-744-5395/Fax: 405-744-5339

Engineering, Architecture and Technology
Kevin Moore
101 Engineering North
405-744-5276/Fax: 405-744-6066

Arts and Sciences
Amy Martindale
213 Life Sciences East
405-744-5658/Fax: 405-744-7074

Human Environmental Sciences
Kristi Seuhs
101 Human Environmental Sciences
405-744-5056/Fax: 405-744-7113

Education
Bob Davis
106 Willard Hall
405-744-6350/Fax: 405-744-1834

Spears School of Business
Barbara Bremer
201L Business Building
405-744-5069/Fax: 405-744-8956

7. Deliver or send the form to 101 Whitehurst, Stillwater, for review by the Associate Vice President for Academic Affairs. After initial review, the Associate Vice President will send the form to the Office of the Registrar for approval. The Registrar's Office will change the student's major in SIS to BUS UNST. The Registrar's Office will return the signed form to 101 Whitehurst for final approval.

8. The Office of Academic Affairs will email a copy of the approved form to the student, college of enrollment and Registrar's Office staff.

9. Once the Declaration of Major form has been approved, changes must be submitted for approval on a substitution form