

## Bachelor of University Studies

### Multidisciplinary Studies

#### Questions and Answers

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

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. The Bachelor of University Studies major requires completion of no fewer than 50 upper division hours selected from two or more disciplines. 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?

Identify your areas of concentration. Then, go to the Student Academic Services Office for one of the chosen areas of concentration, University Academic Services in 214 Student Union, or the Advising Center at OSU-Tulsa. They will help you identify an appropriate adviser.

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 areas of concentration.

At what time may I declare this major?

You may declare the Multidisciplinary Studies option 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 I have a departmental representative in each area of concentration who will approve courses? Example: Concentration #1, Marketing; Concentration #2, Management; Concentration #3, Physical Education. Two colleges, three different departments.

Who decides the coursework to be taken?

If the area of concentration has an approved minor/certificate, you will select courses from the minor/certificate with help from your adviser or the adviser for the minor/certificate (minor advisers are listed on the summary of minors). If you select an area of concentration that is not an approved minor/certificate, the departmental representative (faculty member or adviser) in the area must approve your courses.

May I select areas of concentration without fulfilling a minor or certificate in any one of them?

Yes. Many minors/certificates require more than 18 hours (a few require more than 27 hours), so you will work with your adviser or the adviser for the minor/certificate to select appropriate courses from the minor/certificate. Substitutions to required courses in the minor/certificate must be approved by the adviser for the minor. If the area of concentration is not an identified minor or certificate, you may work with the departmental representative (faculty member or adviser) in the area to determine appropriate courses.

Who approves the completed Multidisciplinary Studies Declaration of Major form?

When you declare the major, you and your adviser will submit a Declaration of Major 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 and college to the Associate Vice President for Academic Affairs before the semester you plan to graduate.

What should I do if I decide to change areas of concentration?

Submit a revised Multidisciplinary Studies Declaration of Major form.

Is there a GPA requirement in the areas of concentration?

You must maintain a 2.0 GPA to graduate from Oklahoma State University. However, if you complete a minor, some minors require a higher GPA.

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

Yes, however, if you complete a minor, some minors/certificates accept no grade lower than a C.

May I use a course to fulfill requirements in more than one area of concentration?

No. For example, if Sociology 1113 is required in two areas of concentration, you may use the class to fulfill the requirements of only one of the areas of concentration. Select another course to complete the required number of hours in the other area of concentration.

May an adviser require me to take courses in addition to the minor requirements or refuse to allow me to include a course in the area of concentration (even if the course is listed among minor requirements)?

Yes. If you are completing two areas of concentration you are required to complete at least 27 hours in each area. Many minors require less than 27 hours, so the adviser who helps plan your area of concentration will help you select additional courses related to the minor. If you are completing three areas of concentration and the minor requires more than 18 hours, the adviser may direct you to include specific courses in the minor to best meet your educational goals.

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.

May I use courses from an associate degree to fulfill requirements for a multidisciplinary studies degree?

Yes. You may use "major" courses from an Associate of Science, Associate of Arts or Associate of Applied Science degree to fulfill one of three areas of concentration. At least 27 hours in the remaining two areas of concentration must be upper division hours.

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](http://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 Multidisciplinary Studies degree?

You must complete at least 120 semester hours with at least 2.00 GPA. At least 45 hours must be upper division, and at least 27 hours in the areas of concentration must be upper division. You must also complete at least 60 hours at 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 for area of concentration one (this signature may not be required if you are completing a minor).

Name \_\_\_\_\_ Location \_\_\_\_\_

4. Obtain a signature from the departmental representative for area of concentration two (this signature may not be required if you are completing a minor).

Name \_\_\_\_\_ Location \_\_\_\_\_

5. Obtain a signature from the departmental representative for area of concentration three (this signature may not be required).

Name \_\_\_\_\_ Location \_\_\_\_\_

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

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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 MDS. 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.