

1. Right to a written notice of the charges at least three working days before the hearing may proceed.
2. Right to waive the three-day notice of charges.
3. Right to reasonable access to the case file.
4. Right to review all evidence and question any witness against the student.
5. Right to present evidence and/or witnesses in his/her own behalf.
6. Right to have an observer present during the hearing. The observer cannot be a witness in the hearing or represent the student in the hearing.
7. Right to appeal the disciplinary recommendation to the Dean of the college offering the course and, finally, to the University Academic Dishonesty Disciplinary Committee.

If student wishes to have an attorney present at a hearing before the Department Head or Dean, the Department Head or Dean will be afforded the same opportunity to have equal representation present.

If the student wishes to appeal a recommendation made by the instructor, Department Head or Dean, he/she must provide written notice to the proper level within five working days of receiving notice of the recommendation. Only in unusual circumstances may this deadline be extended by the entity conducting the hearing.

Further Notes Related to Disciplinary Action in Academic Dishonesty Cases

Offenses punishable by probation, suspension, dismissal, expulsion or other penalties must be reported in writing to the University Academic Dishonesty Disciplinary Committee within three working days of the decision even if the student waives his/her right to an appeal.

Graduation Requirements

Each degree program has established courses, examinations, and other performance requirements students must satisfy in order to be awarded a degree. General graduation requirements include:

1. Satisfactory completion of work in an academic major;
2. Satisfactory completion of the Core Curriculum requirements;
3. A minimum cumulative grade point average of 2.00;
4. A minimum grade point average of 2.00 in the major;
5. A minimum grade point average of 2.00 in the minor;
6. Completion of the residency requirement: A minimum of 36 semester hours of credit toward a degree must be earned in residence at Prairie View A&M University.
7. Completion of 30 of the final 36 semester hours of credit in residence at Prairie View A&M University.

The University requires that a student be in good standing in order to be awarded a degree. There must be no academic, financial, or disciplinary deficiencies at the time of final clearance which occurs during the thirty days period following commencement. Any discovery of failure to satisfy the good standing requirement including involvement in inappropriate conduct up to and through final examinations, a cooperative education, internship assignment, and/or commencement will result in a review and in a sanction which must be satisfied prior to award of a degree or may result in a candidate's being denied the award of a degree from Prairie View A&M University.

Transfer credit during last enrollment period

A student who has the permission of the Dean of his/her college to complete a requirement for graduation at another institution during his final semester at the university, must have on file in the Office of the Registrar, an official transcript of any grade received at the other institution prior to commencement. Students who do not meet this requirement will not be permitted to graduate and may not participate in the commencement exercise. A student who does not graduate because of failure to satisfy this requirement must reapply for graduation during the next graduation period. An official transcript is the only acceptable documentation of the completion of a graduation requirement.

Transfer of Grades from Other Institutions while Matriculating at Prairie View A&M University

Undergraduate students matriculating at Prairie View A&M University may wish to take courses from other institutions of higher education. Prior to enrolling in a face-to-face or electronically delivered course at another institution, the student who wishes to take courses to be transferred back to Prairie View A&M University and to be counted toward degree requirements must obtain approval from the respective department head and dean. Written specifications identifying the course or courses to be taken must be signed by the student, the department head, and the dean. The original letter or form will be forwarded to the Office of the Registrar for inclusion in the student's record. If there is no agreement on file in the Office of the Registrar, grades for courses taken at other institutions by students attending Prairie View A&M University will not be accepted.

Teacher Certification Requirement

Students seeking degrees in education, or degree majors in other fields with eligibility for teacher certification, must be admitted to teacher education by the College of Education before enrolling in teacher education professional education courses. Entrance and exit examinations are required. Students interested in being certified as teachers after graduation should contact the Office of the Dean, College of Education, for information and advisement following admission to the University.

Registration Requirement

Students completing work required for a degree must be enrolled during the term in which the work is completed and the application for graduation is filed. A fee is required for registration in absentia.