Policy Name: In-Residence Requirement

Policy Number: 6.15

Is this policy new, being reviewed/revised, or deleted?  Review/Revise

Date of last revision, if applicable: July 25, 2017

Unit(s) Responsible for Policy Implementation: Provost and Vice President for Academic Affairs

Purpose of Policy (what does it do): Requirements for in-residence hours for undergraduate and graduate degree programs

Reason for the addition, revision, or deletion (check all that apply):

- [x] Scheduled Review  - [ ] Change in law  - [ ] Response to audit finding
  - [ ] Internal Review  - [ ] Other, please explain:

Please complete the appropriate section:

Specific rationale for new policy:

Specific rationale for each substantive revision: Revised wording from specific number of hours to percentage of degree programs. Added cross-references.

Specific rationale for deletion of policy:

Additional Comments:

Reviewers:

Academic Policy Committee
Steve Bullard, Provost and Vice President for Academic Affairs
Damon Derrick, General Counsel
In-Residence Requirement

Original Implementation: January 25, 2000
Last Revision: July 25, 2017; April 18, 2020

The term “in-residence” includes on-campus, off-campus, distance education, field-based, practicum, internship, and thesis/dissertation work for master's/doctoral degrees. Only courses offered by Stephen F. Austin State University will be counted toward the in-residence requirement.

Undergraduate Degree Programs

Undergraduate degrees require at least 25 percent semester credit hours completed in-residence.

Undergraduate degrees with 120 hours total degree program hours require a minimum of 30 semester hours advanced (upper level) in-residence, all of which must be advanced work (300-400 level), semester credit hours. The in-residence hour requirement will be fulfilled as part of the individual discipline major which includes as least 12 advanced in-residence semester credit hours. Minor requirements may also contribute to the total in-residence hours as at least six advanced in-residence semester credit hours are required. The balance of in-resident hours will be fulfilled through additional advanced semester credit hours and may include further major and minor coursework.

Undergraduate degrees with more than 120 total degree program hour requirements will ensure semester credit hours for the specific discipline include at least 25 percent of total semester credit hours in-residence.

All majors consist of at least 30 semester hours in the discipline and must include at least 18 hours of advanced work, of which at least 12 hours must be advanced work completed in-residence.

Minors consist of 18-24 semester hours, of which at least nine hours must be advanced work and six of which must be completed in-residence.

Graduate Degree Programs

Graduate degrees require at least one third of total semester credit hours completed in-residence.

Master’s degrees require a minimum of 24 semester hours completed in-residence, regardless of the total degree program hours required for the specific degree. Specific minimum doctoral degree in-residence requirements are determined by each college.

Cross Reference: 6.20 None; SACS 9.4 Institutional credits for an undergraduate degree; SACS
9.5 Institutional credits for a graduate/professional degree

**Responsible for Implementation:** Provost and Vice President for Academic Affairs

**Contact for Revision:** Provost and Vice President for Academic Affairs

**Forms:** None

**Board Committee Assignment:** Academic and Student Affairs