Graduation Requirements

Graduation Information

A formal commencement ceremony is held annually at the end of the spring semester. Commencement is for those students who are completing requirements during that spring semester or who have completed requirements during the preceding summer or fall semesters.

To be considered as a candidate for a degree or certificate, the student should submit an online graduation application by the designated deadline:

Completing in fall semester – October 1
Completing in spring semester – April 15
Completing in a summer term – July 1

Hill College reviews student coursework for automatic degree or certificate awards, but students are encouraged to apply for graduation during the semester they will meet the degree or certificate requirements. Applications submitted after the deadline may be considered for the following semester.

Types Of Degrees And Certificates

Hill College grants the:

1. Associate of Arts Degree
2. Associate of Science Degree
3. Associate of Arts in Teaching Degree
4. Associate of Applied Science Degree
5. Certificate of Technology
6. Certificate of Completion
7. Occupational Skills Award
8. Institutional Credentials leading to Licensure or Certification (ICLC)
9. Enhanced Skills Certificate
10. Advanced Technical Certificate

Hill College can grant up to one associate degree for each degree level in the Associate of Arts, Associate of Science, and Associate of Arts in Teaching if all requirements are met. Students can earn multiple Associate of Applied Science degrees, Certificate of Technology and Certificate of Completion certificates if requirements are met for each award.

The curriculum for the Associate of Arts, Associate of Science, and Associates of Arts in Teaching degrees are designed for the student planning to transfer to a senior college or university.

The Associate of Applied Science degree is awarded for successful completion of a two-year prescribed occupational competencies and curriculum.

The Certificate of Technology is awarded to those who complete the technical competencies of a two-year occupational curriculum.

The Certificate of Completion is awarded for successful completion of competencies and curriculum in an occupational program of less than two years in length.

An Occupational Skills Award is a sequence of technical-based credit courses totaling 9-14 semester credit hours (SCH) and 144 contact hours within an approved program of study.

An Institutional Credentials leading to Licensure or Certification (ICLC) is a sequence of technical courses that must meet a minimum of 5 SCH or 80 contact hours. ICLCs should be on the workforce board's target occupation list, and if it is not, the external advisory committee must recommend the content of the program.

Associate of Arts Degree

The Associate of Arts Degree from Hill College will be granted to the student who has made formal application for graduation and who completes the following requirements:

1. The student must complete at least 60 semester hours of credit. *
2. The student must complete all core curriculum / general education requirements for graduation.
3. The student must complete at least three or four electives in their major, or the Liberal Arts major will be awarded.
4. The student must earn at least 25 percent of the credit hours required for the degree at Hill College.
5. The student must have a 2.0 grade point average on all work from Hill College.
6. The student must satisfy the Texas Success Initiative Assessment (TSIA) requirements in reading, writing, and mathematics, unless exempted.
7. The student must have satisfactorily settled all college financial obligations.

*Developmental courses may not be counted or used as hours towards the Associate of Arts Degree.

Associate of Science Degree

The Associate of Science Degree from Hill College will be granted to the student who has made formal application for graduation and who completes the following requirements:

1. The student must complete at least 60 semester hours of credit. *
2. The student must complete all core curriculum / general education requirements for graduation.
3. The student must complete at least three or four electives in science and/or mathematics.
4. The student must earn at least 25 percent of the credit hours required for the degree at Hill College.
5. The student must have a 2.0 grade point average on all work from Hill College.
6. The student must satisfy the Texas Success Initiative Assessment (TSIA) requirements in reading, writing, and mathematics, unless exempt.
7. The student must have satisfactorily settled all college financial obligations.

*Developmental courses may not be counted or used as hours towards the Associate of Science Degree.

Associate of Arts in Teaching Degree

The Associate of Arts in Teaching Degree from Hill College is for students seeking initial Texas teacher certification either in EC-4 (except Early Childhood Specialization), 4-8, EC-12 or in Early Childhood Specialization only. The degree will be granted to the student who has made formal application for graduation and who completes the following requirements:

1. The student must complete at least 60 semester hours of credit.*
2. The student must complete all core curriculum / general education requirements for graduation.
3. The student must complete at least three or four electives in their major, or the liberal arts major will be awarded.
4. The student must earn at least 25 percent of the credit hours required for the degree at Hill College.
5. The student must have a 2.0 grade point average on all work from Hill College.
6. The student must satisfy the Texas Success Initiative Assessment (TSIA) requirements in reading, writing, and mathematics, unless exempt.
7. The student must have satisfactorily settled all college financial obligations.

*Developmental courses may not be counted or used as hours towards the Associate of Arts in Teaching Degree.

Associate of Applied Science Degree

The Associate of Applied Science Degree from Hill College will be granted to the student who has made formal application for graduation and who completes the following requirements:

1. The student must complete at least 60 semester hours of credit. *
2. As part of the minimum 60 semester hour degree requirement, the student must complete a minimum of 15 semester hours of general education courses. The core of general education courses must include at least 3 semester credit hours (SCH) from each of the following areas: humanities/fine arts, social/behavioral sciences, and mathematics/natural sciences.
3. The student must complete the prescribed competencies and curriculum for a two-year occupational program as outlined in the degree plan listed under Career Pathways.
4. The student must earn at least 25 percent of the credit hours required for the degree at Hill College.
5. The student must have a 2.0 grade point average on all work from Hill College.
6. The student must satisfy the Texas Success Initiative Assessment (TSIA) requirements in reading, writing, and mathematics, unless exempt.
7. The student must have satisfactorily settled all college financial obligations.

*Developmental courses may not be counted or used as hours towards the Associate of Applied Science Degree.

Certificate of Technology

The Certificate of Technology from Hill College will be granted to the student who has made formal application for graduation and who completes the following requirements:

1. The student must complete between 30-51 semester hours of credit. *
2. The student must complete the prescribed technical competencies and curriculum for the occupational program as outlined in this catalog under Career Pathways.
3. The student must earn at least 25 percent of the credit hours required for the degree at Hill College.
4. The student must have a 2.0 grade point average on all work from Hill College.
5. The student must satisfy the Texas Success Initiative (TSI) requirements in reading, writing, and mathematics, unless exempt.
6. The student must have satisfactorily settled all college financial obligations.

*Developmental courses may not be counted or used as hours towards the Certificate of Technology.

Certificate of Completion

The Certificate of Completion from Hill College will be granted to the student who has made formal application for graduation and who completes the following requirements:

1. The student must complete at least 15 semester credit hours. *
2. The student must complete the prescribed technical competencies and curriculum for the occupational program as outlined in this catalog under Career Pathways.
3. The student must earn at least 25 percent of the credit hours required for the degree at Hill College.
4. The student must have a 2.0 grade point average on all work from Hill College.
5. The student must have satisfactorily settled all college financial obligations.

*Developmental courses may not be counted or used as hours towards the Certificate of Completion.

Institutional Credentials leading to Licensure or Certification (ICLC)

Both OSAs and ICLCs must meet a minimum of 5 SCH or 80 contact hours to receive funding in a high demand field for funding. For OSAs and ICLCs that are not in a high demand field, they must have a minimum of 9 SCH or 144 contact hours. These Credentials under these thresholds are not fundable credentials.

All provisions of an OSA apply to an ICLC except that the occupation that the credential is focused on is not required to be included in the local workforce board’s target occupation list. If the occupation is not on the local workforce board’s targeted occupations list, an external advisory committee must recommend the content of the program.

The external advisory committee will help an institution document the need for an OSA or ICLC and ensure that the program curriculum provides students with the knowledge, skills, and abilities essential for employment. The advisory committee is one of the principal means of ensuring meaningful business and industry participation in program creation and revision.

Occupational Skills Award (OSA)

An Occupational Skills Award is a sequence of technical-based credit courses totaling 9-14 semester credit hours (SCH) within an approved occupational program. Typically, an external

workforce advisory committee identifies the coursework (classes) to be included in the award. Students may receive a dual benefit from earning an award because it helps to create a 'pathway' to program completion and can also demonstrate to potential employers a level of aptitude and workplace preparedness.

Enhanced Skills Award (ETC)

An Enhanced Skills Certificate is associated with an applied associate degree program and is intended to provide advanced skills identified by business and industry that are not part of the applied associate degree. It must consist of at least six semester credit hours and no more than 12 semester credit hours.

Advanced Technical Certificate (ATC)

The Advanced Technical Certificate has a specific associate degree as a prerequisite for admission. It consists of at least 16 semester credit hours and no more than 45 semester credit hours.

Core Curriculum

Statement of Purpose

Hill College adopts the Texas Higher Education Coordinating Board's statement of purpose concerning the core curriculum which states through the Texas Core Curriculum, students will gain a foundation of knowledge of human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning.

Elements of the Texas Core Curriculum

The Texas Core Curriculum (TCC) is a 42 Semester Credit Hour (SCH) core curriculum for all undergraduate students in Texas public higher education. Each institution selects the courses it will offer to fulfill that framework of the TCC in a way that considers the institution's individual role and mission. The TCC implementation at each institution must receive approval from the Coordinating Board, and institutions must evaluate the effectiveness of their TCC at regular intervals.

One of the most important provisions of the TCC is that it allows students who successfully complete a 42-semester credit hour (SCH) core curriculum at one institution to transfer the complete set of completed courses to another public Texas higher education institution without having to repeat any core courses. Students who transfer without completing the entire 42 SCH core curriculum also receive credit for each of the core courses they successfully complete. Although the courses included in the TCC may vary by institution, every Texas higher education institution's core curriculum must include the following Foundational Component Areas and semester credit hours:

- 010 Communication (6 SCH)
- 020 Mathematics (3 SCH)
- 030 Life and Physical Sciences (6 SCH)
- 040 Language, Philosophy and Culture (3 SCH)
- 050 Creative Arts (3 SCH)

- 060 American History (6 SCH)
- 070 Government/Political Science (6 SCH)
- 080 Social and Behavioral Sciences (3 SCH)
- 090 Component Area Option (6 SCH)

Students have the flexibility to choose courses from an institution's core curriculum. However, that flexibility may be limited by the student's major. For example, most science majors have prescribed math and science requirements as part of their degree program requirements. Students should always consult with an advisor at their institution to determine what courses they should take.

Hill College Core Curriculum

AA, AS, and AAT Requirements

Students earning an Associates of Arts, Associates of Science, or Associates of Arts in Teaching Degree at Hill College must complete 42 hours of a state mandated Core Curriculum in addition to major courses and electives in the area of interest. See below for allowable courses within each Component Area.

Communication (6 hours)
All overflow hours are counted in the Component Area Option or Degree Plan.

ENGL 1301	Composition I
ENGL 1302	Composition II

Mathematics (3 hours)
All overflow hours are counted in the Component Area Option or Degree Plan.

MATH 1314	College Algebra
MATH 1316	Plane Trigonometry
MATH 1324	Mathematics for Business & Social Sciences I
MATH 1325	Mathematics for Business & Social Sciences II
MATH 1332	Contemporary Mathematics
MATH 1342	Elementary Statistical Methods
MATH 1350	Mathematics for Teachers I
MATH 2412	Pre-Calculus Math
MATH 2413	Calculus I

Life and Physical Sciences (6 hours)
All overflow hours are counted in the Component Area Option or Degree Plan.

BIOL 1406	Biology for Science Majors I
BIOL 1407	Biology for Science Majors II
BIOL 1408	Biology for Non-Science Majors I
BIOL 1409	Biology for Non-Science Majors II
BIOL 1411	General Botany
BIOL 2401	Anatomy & Physiology I
BIOL 2402	Anatomy & Physiology II

BIOL 2406	Environmental Biology
CHEM 1406	Introductory Chemistry I
CHEM 1411	General Chemistry I
CHEM 1412	General Chemistry II
ENVR 1401	Environmental Science I
ENVR 1402	Environmental Science II
GEOL 1401	Earth Sciences I
GEOL 1402	Earth Sciences II
GEOL 1403	Physical Geology
GEOL 1404	Historical Geology
GEOL 1445	Oceanography
GEOL 1447	Meteorology
PHYS 1410	Elementary Physics
PHYS 1401	College Physics I
PHYS 1402	College Physics II
PHYS 1403	Stars and Galaxies
PHYS 1404	Solar System
PHYS 2425	University Physics I
PHYS 2426	University Physics II

Language, Philosophy, and Culture (3 hours)
All overflow hours are counted in the Component Area Option or Degree Plan.

ENGL 2322	British Literature I
ENGL 2323	British Literature II
ENGL 2327	American Literature I
ENGL 2328	American Literature II
ENGL 2331	World Literature
ENGL 2332	World Literature I
ENGL 2333	World Literature II
HUMA 1301	Introduction to the Humanities I
HUMA 1302	Introduction to the Humanities II
SPAN 2311	Intermediate Spanish I
SPAN 2312	Intermediate Spanish II

Creative Arts (3 hours)
All overflow hours are counted in the Component Area Option or Degree Plan.

ARTS 1301	Art Appreciation
ARTS 1303	Art History I
ARTS 1304	Art History II
DRAM 1310	Theater Appreciation
DRAM 2366	Film Appreciation
MUSI 1306	Music Appreciation
MUSI 1307	Music Literature
MUSI 1310	American Music

American History (6 hours)
All overflow hours are counted in the Component Area Option or Degree Plan.

HIST 1301	United States History I
HIST 1302	United States History II

Governmental/Political Science (6 hours)
All overflow hours are counted in the Component Area Option or Degree Plan.

GOVT 2305	Federal Government
GOVT 2306	Texas Government

Social and Behavioral Sciences (3 hours)
All overflow hours are counted in the Component Area Option or Degree Plan.

AGRI 2317	Introduction to Agricultural Economics
CRIJ 1301	Introduction to Criminal Justice
ECON 2301	Principles of Macroeconomics
ECON 2302	Principles of Microeconomics
PSYC 2301	General Psychology
PSYC 2314	Lifespan Growth & Development
SOCI 1301	Introductory Sociology
SOCI 1306	Social Problems
SOCI 2301	Marriage & the Family
TECA 1354	Child Growth & Development

Component Area Option (CAO 1 and CAO 2) (6 hours)

BCIS 1305	Business Computer Application
EDUC 1100	Learning Framework
PSYC 1100	Learning Framework
SPCH 1315	Public Speaking

AAS Requirements
Students earning an Associate of Applied Science Degree at Hill College must complete at least 15 semester credit hours of general education courses. The courses are distributed as follows:

Natural Sciences and Mathematics (3 hours)

MATH 1314	College Algebra
MATH 1316	Plane Trigonometry
MATH 1324	Mathematics for Business & Social Sciences I
MATH 1325	Mathematics for Business & Social Sciences II
MATH 1332	Contemporary Mathematics
MATH 1342	Elementary Statistical Methods
MATH 2412	Pre-Calculus Math
BIOL 1406	Biology for Science Majors I
BIOL 1407	Biology for Science Majors II

BIOL 1408	Biology for Non-Science Majors I
BIOL 1409	Biology for Non-Science Majors II
BIOL 1411	General Botany
BIOL 2401	Anatomy & Physiology I
BIOL 2402	Anatomy & Physiology II
BIOL 2406	Environmental Biology
CHEM 1406	Introductory Chemistry I
CHEM 1411	General Chemistry I
CHEM 1412	General Chemistry II
ENVR 1401	Environmental Science I
ENVR 1402	Environmental Science II
GEOL 1401	Earth Sciences I
GEOL 1402	Earth Sciences II
GEOL 1403	Physical Geology
GEOL 1404	Historical Geology
GEOL 1445	Oceanography
GEOL 1447	Meteorology
PHYS 1410	Elementary Physics
PHYS 1401	College Physics I
PHYS 1402	College Physics II
PHYS 1403	Stars and Galaxies
PHYS 1404	Solar System
PHYS 2425	University Physics I
PHYS 2426	University Physics II

Social and Behavioral Sciences (3 hours)

CRIJ 1301	Introduction to Criminal Justice
ECON 2301	Principles of Macroeconomics
ECON 2302	Principles of Microeconomics
GOVT 2305	Federal Government
GOVT 2306	Texas Government
HIST 1301	United States History I
HIST 1302	United States History II
PSYC 2301	General Psychology
PSYC 2314	Lifespan Growth & Development
SOCI 1301	Introductory Sociology
SOCI 1306	Social Problems

Humanities and Fine Arts (3 hours)
All overflow hours are counted in the Component Area Option or Degree Plan.

ARTS 1301	Art Appreciation
ARTS 1303	Art History I
ARTS 1304	Art History II
DRAM 1310	Theater Appreciation
HUMA 1301	Introduction to the Humanities I
HUMA 1302	Introduction to the Humanities II
MUSI 1307	Music Literature

BCIS 1305	Business Computer Application
EDUC 1100	Learning Framework
ENGL 1301	Composition I
ENGL 1302	Composition II
ENGL 2311	Technical and Business Writing*
PSYC 1100	Learning Framework
SPCH 1315	Public Speaking

*Course is not included in Hill College Core Curriculum

Any of the courses listed in the Component Areas may be used for the hours towards the Component Area Option.

Graduation Fee

Hill College believes that every student should have the opportunity to participate in commencement following the completion of a program of study. Therefore, the college does not charge a graduation fee.

Graduation With Honors

Students who are graduating with an associate degree, who have at least 24 semester hours in residence, who have completed at least two semesters at Hill College, and who have a grade point average of at least 3.5 (on a 4.0 scale) on all work attempted will graduate *cum laude* (with honors). Students who are graduating with an associate degree, who have at least 24 semester hours in residence, who have completed at least two semesters at Hill College, and who have a grade point average of at least 3.75 (on a 4.0 scale) on all work attempted will graduate *magna cum laude* (with high honors). Students who are graduating with an associate degree, who have at least 24 semester hours in residence, who have completed at least two semesters at Hill College, and who have a grade point average of at least 3.9 (on a 4.0 scale) on all work attempted will graduate *summa cum laude* (with highest honors).

Center For Advanced Studies (CAS):

The CAS is an opportunity for any student to do an outside project with a faculty or staff member in addition to the required curriculum in any course. CAS projects may be pre-determined by the instructor/staff or can be custom designed by the student under supervision of the instructor/staff. There are CAS opportunities in all fields of study, and they will be done on a student-interest plus faculty-interest basis.

The benefit of participating in CAS projects to the student is 1) hands-on experience in their field of passion, 2) recognition on a transcript and resume, and 3) University-level opportunities in a one-on-one small-school setting. The benefit to the college of providing CAS opportunities to students is that it would 1) make Hill College the college of choice by providing unique advanced studies opportunities to students and 2) improve student success and retention. Studies show that students who participate in advanced studies, extracurricular projects, and spend time with faculty/staff outside of class are more likely to be successful and stay in school.

The length of time required by the CAS project will vary depending on the student, instructor/staff, and project: some might be a semester long, some might be just a week-long

trip, etc. A student would sign up for a CAS project by contacting that instructor/staff to discuss potential projects. The instructor will tell admissions (or the appropriate admin) that the student is a CAS student for this subject.

A student can participate in as many or as few CAS projects as they desire. Some examples of a CAS project might be outside scientific research (not necessarily limited to a science course), publishing/editing written work for a Hill College website or journal, running a college media production outlet, trips to Washington to interview politicians, research of historic documents, study abroad trips, and more.