Four-Year Graduation Guarantee

Ohio Northern University (ONU) is committed to helping you achieve your goal of graduating with a bachelor's degree in four years. Completing your degree in eight semesters will permit you to minimize the amount of student debt and allow you to move ahead with achieving your personal goals, entering graduate or professional school, or embarking on your career. As part of ONU's commitment to affordable excellence, we offer this guarantee to assist you in completing your degree in eight semesters.

Of course, not all students will choose to graduate in four years. Some may opt for a different pace or take the opportunity to explore a wider range of courses that are not directly related to their major field of study. This guarantee does not apply to credits beyond the minimum graduation requirements for the degree, nor does it apply to transfer, international, degree completion or graduate students. This guarantee does not apply if you elect to defer graduation to allow for completion of additional degree programs or athletic participation.

Academic programs included in this guarantee are:

**College of Arts & Sciences**
- Applied Mathematics BA, BS
- Biochemistry BS
- Biology BS
- Chemistry BA, BS
- Communication Studies BA
- Creative Writing BA
- Environmental and Field Biology BS
- French BA
- German BA
- History BA
- International Theatre Production BFA
- Literature BA
- Manufacturing Technology BS
  - (Applied Robotics)
  - (Manufacturing Management)
- Mathematics BA, BS
  - (Advanced Mathematical Sciences)
- Molecular Biology BS
- Multimedia Journalism BA
- Music BA
  - (Applied Studies)
  - (Music History and Literature)
  - (Music Theory and Composition)
- Philosophy BA
- Philosophy, Politics and Economics BA
- Physics BS
  - (Applied Physics)
  - (Astronomy)
  - (Physics)
- Political Science BA
- Professional Writing BA
- Psychology
  - (Behavioral Neuroscience) BS
  - (Clinical and Counseling Psych.) BA, BS
  - (General Psychology) BA, BS
- Public Relations BA
- Religion BA
  - (Eastern)
  - (Western)
- Sociology BA
  - (General Sociology)
  - (Social Services Administration)
- Spanish BA
- Statistics BA, BS
  - (Actuary Science)
  - (Applied Statistics)
- Studio Arts BA
- Theatre BA
- Youth Ministry BA

**College of Business Administration**
- Accounting BSBA
- Management BSBA
- Marketing BSBA
- Pharmaceutical Business BSBA
  - (Accounting)
  - (Business Analytics)
  - (Human Resources Management)
  - (Manufacturing Management)
  - (Marketing)
- Risk Management and Insurance BSBA

**College of Engineering**
- Civil Engineering BSCE
- Electrical Engineering BSEE
  - (Advanced Energy)
  - (Robotics)
- Computer Engineering BSCPE
  - (Advanced Energy)
  - (Robotics)
- Computer Science BS
  - (Robotics)
- Mechanical Engineering BSME
  - (Advanced Energy)
  - (Robotics)
Terms

To participate in this guarantee, you must:

1. Enroll at ONU as a new, first-year student, declare a specific degree and be admitted to a single major listed above (with no minors or co-ops) by the beginning of your freshman year by completing the Major Declaration Form and this Guarantee Form no later than 5 p.m. of the first Friday of classes. Both forms should be submitted to your college dean’s office. You may change majors without voiding this guarantee if, at the time you make a change, the Dean of your college certifies that you can still meet the requirements of the new major and graduate within eight semesters.

2. Remain in good academic standing (2.00 GPA – major and institutional) at ONU and achieve at least the minimum grade required in all corequisite or prerequisite courses necessary to be able to advance in the required curriculum in your chosen major.

3. Complete at least 30 semester hours of credits toward graduation each academic year for four years as required by the college and major, and meet all degree progress checkpoints. Do not drop or fail any course required for your degree or major after your third semester at ONU.

4. Meet with your faculty advisor prior to advance registration each term to review your course plan and monitor progress toward graduation. Do not change your schedule after it has been approved by your advisor. Notify your faculty advisor, during the advance registration period, if you are unable to register for a required course needed in the major or for graduation.

5. Register for courses within 24 hours of your assigned advanced registration appointment. Enroll in available courses needed for the program of study; accept any available section that can be accommodated in your course schedule.

6. Make timely annual application for all necessary financial assistance. Do not incur financial holds on your eligibility to advance register.

7. Apply for graduation by the stated deadline published in the academic catalog.

8. Monitor your own progress toward the degree using the electronic degree audit system (DegreeWorks).

Guarantee

If you meet all the conditions of the four-year guarantee but are unable to graduate after eight semesters, ONU will offer you one of the following alternatives:

1. Enable you to graduate in eight semesters by substituting different courses or an independent study assignment, as determined by the department and the college offering your major, to allow fulfillment of the degree requirements.

2. Allow you to delay graduating in eight semesters, in which case ONU will waive the tuition and mandatory fees applicable for you to complete no more than 16 semester credits within the next academic year.

These two adjustments are the sole remedies for the four-year guarantee. The choice of which adjustment is solely at the discretion of ONU. ONU is under no obligation to provide either adjustment unless you submit a written request for an accommodation to the Provost/Vice President for Academic Affairs prior to the beginning of classes in the last term of your eight-semester plan.

__________________________________________________________
Student Name (please print)

__________________________________________________________
Student Signature     Date

__________________________________________________________
Dean, Ohio Northern University     Date

6/15