

GUIDE FOR RELIGIOUS STUDIES

Welcome to the Religious Studies Program at East Carolina. There is a growing interest in religion among students across the country, and you are embarking on a program that will provide context and guidance in the study of the fascinating phenomenon of religion. In order to make the administrative and procedural part of your journey as efficient and effortless as possible, please pay careful attention to the following guide and additional information and forms on the website.

Feel free to contact the advisors or front office staff if you have questions or concerns about your program in general. If you plan to pursue graduate studies or theological (seminary or divinity school) programs, it would be wise to chat with one of us early in your ECU career; we can advise you on how to structure your undergraduate program so that it promotes your long-term goals.

Program Website: www.ecu.edu/religionprogram

There are three important stages in the successful completion of your program.

I. DECLARING YOUR MAJOR

- When to Declare: You may declare your major at ANY point, no matter how many or how few credit hours you have completed.
- Declare your major: Download and complete the “Declaration of Major Form” from the website.

II. REGISTRATION AND COMPLETING YOUR REQUIREMENTS

- Course schedule/registration: Each semester, as soon as possible and around the time of registration, the courses to be offered in the program will be posted on the religion website (<http://www.ecu.edu/religionprogram>) under the link “Religion Courses Offered Next Semester.” The course list will also be emailed to all students majoring in Religious Studies, and it will be posted on religion faculty office doors.

Using your PIN and the five-digit registration code, you may register via the web (www.student.ecu.edu) or the telephone (328 2149). Please ask the program staff for the registration code.

If you need to consult with your advisor or get your advisor's signature on something, please do so as early in the process as possible so we do not find ourselves in a time crunch during the last days of registration. Both advisors have regular office hours, and you are welcome to drop by whenever they are scheduled to be in their offices. However, because of meetings and other unexpected developments in schedules, it is usually best if you make an appointment.

- Foundations Curriculum: Focus on completing these requirements early in your college years.
- Religious Studies requirements: Except for the two RELI senior seminar courses (4500 and 4800), described below, complete your religion course requirements as soon as possible in your program of study. You do not know which courses will be offered in any given term, and you do not want to have your graduation delayed because courses you require are not being taught during your last semester or two.
- RELI 4500 and RELI 4800: In general you should take these two RELI courses during your last two semesters. RELI 4500 is always offered in the fall, and RELI 4800 is always offered in the spring; you may take them in any order. That is, if you plan to graduate in December, you may take RELI 4800 in the spring and then take RELI 4500 in the fall. In order to register for these courses, you must have the email permission of Dr. Mercer, Dr. Maher, or the course instructor. When you email to request permission, provide your name, social security number, and reason for taking the course (i.e., you are a major, and you are in your last two semesters).
- Honors: Both for quality of education and recognition, you are encouraged to seek the various honors programs and recognitions. Here are the possibilities:
 1. Departmental Honors
Can be awarded for achieving a 3.5 GPA in the 33 s.h. of major courses. Departmental honors appear on the transcript only. This designation is not automatic; if you think you qualify, notify your advisor and ask that the registrar be notified.
 2. Foundations Curriculum Honors
Must be in the university Honors Program and maintain a 3.3 GPA on 24 s.h. of honors credit. The designation will appear on the transcript and diploma. Contact the Honors Program for full information.
 3. University Honors

Must be in the university Honors Program, maintain a 3.5 GPA on 30 s.h. of honors courses, including a 6 s.h. Senior Honors Project. The designation will appear on the transcript and diploma. Contact the Honors Program for full information.

- Other Graduation Requirements: Make sure you stay abreast of other requirements for graduation (e.g. WI courses or the foreign language requirement). You are responsible for being aware of and completing all requirements. Nothing in this Guide can supersede the *East Carolina Undergraduate Catalog*.

III. GRADUATION

- Senior Summary: (Download from the website and complete during the first three weeks of the semester prior to the semester you will graduate.)

The Senior Summary is one of the last hurdles all East Carolina students have to jump before getting the degree. Without a properly completed Senior Summary, **your graduation can be delayed**. So, follow the directions carefully. You may find it a bit tedious to complete, but it is important to fill out the form accurately and carefully.

During the first three weeks of the semester prior to the semester you will graduate, complete the Senior Summary Form (attached to the end of this Guide) in the following way. Obtain a print-out of your completed courses. An effective procedure is to proceed down your list of courses completed, marking them off as you place them into the proper category on the Senior Summary Form. Be aware that some courses will fit into more than one category, and so you may need to shift the courses around to meet the requirements. For example, RELI 1690 World Religions can count as Humanities FC credit or Religion Major Core Elective credit, and you may place it into the category where you most need it.

During the first three weeks of the semester prior to the semester you will graduate, you should meet with your advisor (Dr. Maher or Dr. Mercer) in order to review and process your Senior Summary. So, if you are graduating in May, you should meet with your advisor during the first three weeks of the previous fall semester. **Bring your COMPLETED hard copy of the Senior Summary Form to the meeting. Prior to the meeting email to your advisor an attachment that contains the COMPLETED electronic version of the Senior Summary Form (this should be identical to the hard copy you bring to the meeting).** If Religious Studies is your primary major in a double major, then you must get your second major advisor to sign the Senior Summary Form that you prepared with your Religious Studies major advisor.

If religion is your second major in a double major, meet with your primary major advisor first. Then, bring to your Religious Studies advisor whatever needs to be signed. Make sure you follow all procedures set forth by your second major department.

- Application for Graduation: If religion is your second major, follow the instructions of your primary major advisor. If religion is your only or primary major, you should complete the “Application for Graduation” form at the Registrar’s Office no later than two semesters prior to the point at which you will have completed all requirements. Further instructions will be given by the Registrar’s Office. Fill in the following blanks this way:

Major: Multidisciplinary Studies

Concentration: Religious Studies

- Graduation ceremony.
In the first month of the semester you intend to graduate, you should consult with us to learn of plans for a graduation party and/or ceremony. The Religious Studies graduation is always a small and relaxed affair—an opportunity for you to celebrate your significant achievement with friends, family, and teachers. It has been our custom for a professor, with whom you have worked, to have 2-3 minutes to make a few remarks about you. You are responsible for making sure the professor will speak for you and is at the ceremony.

By March 1 please email to the program staff the following information: (1) the exact spelling of your full name regardless of whether you plan to attend the ceremony, (2) whether or not you plan to attend the ceremony, (3) the name and email address of the professor who will speak on your behalf, and (4) the approximate number of friends and family members you think will attend. If you do not provide the above information by the date indicated, you may participate in the graduation ceremony, but we cannot promise that your name will be on the program or that you will have a program certificate.

December graduates are encouraged to return for the May ceremony.

- Alumni mailing list: Following your graduation, as soon as you know your new address, provide program staff with your email address. Whenever this address changes, please let the staff know. We would like to keep in contact with you. Drop us a note when you can, and let us know what you’re doing.