

This reference guide contains information commonly asked of graduate advisors; however, graduate advisors are responsible for all information in the catalog and for ensuring that students adhere to all guidelines.

### **COURSE CREDIT**

All post-graduate and transfer credit courses must be approved by the dean of The Graduate College. Graduate advisors may request approval, but should not guarantee/promise students that the courses will be accepted and applied for degree credit.

#### Post-graduate credit must be:

- graduate-level courses
- limited to six hours
- earned with a grade of “B” or better (“Credit”, “Pass”, “Satisfactory” etc. are not acceptable grades)

#### Transfer credit must be:

- graduate-level courses from a regionally accredited university
- earned with a grade of “B” or better (“Credit”, “Pass”, “Satisfactory” etc. are not acceptable grades)
- courses have not been, and will not be, used for credit toward another degree

#### Transfer credit is limited to:

- 6 hours for degrees with 30-35 credit hours
- 9 hours for degrees with 36-41 credit hours
- 12 hours for degrees with 42+ hours

### **THESIS/DISSERTATION**

Students must:

- receive approval by the dean of The Graduate College before research begins.
- obtain IRB/IACUC approval or exemption when applicable.
- maintain continuous enrollment.
- be enrolled the semester in which the degree will be conferred.

### **DEGREE WORKS**

Advisors can request:

- substitutions
- additional credit
- extensions
- transfer/post grad coursework

### **PROGRAM TIME LIMITS**

Certificate – 4 years / Master’s degree – 6 years / Doctoral – 10 years

### **COMMENCEMENT PARTICIPATION**

Students must be within one academic requirement to be eligible to participate. Advisors must request permission for the student from the Graduate Dean.