

Use of undergraduate course credits toward graduate degrees:

The School of Graduate Studies allows use of up to a maximum of 12 undergraduate credits at the 300 or 400 level toward completion of a doctoral degree or master's degree (including the MA component of a BA/MA program). The credits cannot have been counted toward the number of credits required to earn the undergraduate degree (including the BA component of a BA/MA program). The School of Graduate Studies places no limit on the use of program-approved graduate courses taken while an undergraduate toward completion of the doctoral or master's degree provided that the credits did not count toward the number of credits required to earn the undergraduate degree.

Individual graduate programs may impose lower limits on the number of allowed undergraduate credits, may impose additional restrictions on the list of approved course or on the requisite workload of the courses, or may disallow use of undergraduate credits entirely. The director of the graduate program is responsible for reviewing and approving the use of any undergraduate course toward completion of the graduate degree.

The School of Graduate Studies does not necessarily prohibit programs from approving that a specific course or courses used to meet the requirements of the undergraduate degree also be credited toward the graduate degree. In cases where the use of a course or courses toward both degrees appears to be academically unsound, the School of Graduate Studies may require additional justification from the program or decide to disallow that the specific course or courses to be used for the graduate degree.

Courses are occasionally cross-listed at both undergraduate and graduate levels. In such cases graduate students taking the course under the graduate course number may be required to complete additional work to justify earning graduate credits toward their degree. Graduate programs are expected to monitor the workload of such courses and may be asked by the School of Graduate Studies to provide evidence that the dual-numbering is not being used to avoid the 12 credit limit on counting undergraduate courses toward a graduate degree.

Approved by the Executive Committee of the School of Graduate Studies, February 27, 2020