ACCELERATED DEGREE PROGRAM GUIDELINES and OPERATING PROCEDURES

Accelerated Degree Programs (ADPs) are designed to provide superior students the opportunity to share up to 15 percent of the required coursework for the stand-alone bachelor’s and master’s degrees. ADP students normally begin taking graduate-level courses in their fourth year. Their undergraduate curriculum, along with their approved graduate work, is designed to fulfill all requirements of both the undergraduate and graduate degrees. As a result, students are able to earn a graduate degree in an accelerated time frame.

Admission and retention requirements are higher for ADP students than for students in stand-alone programs.

- A student must have a minimum 3.0 overall GPA in order to be admitted into the undergraduate portion of the ADP. There will be no exceptions to the GPA requirement; conditional admission will not be permitted.

- The GPA will be monitored by the undergraduate college while the student is in the undergraduate ADP code. If the undergraduate GPA, the graduate GPA, and/or the overall GPA fall below a 3.0, the student will be removed from the ADP. Readmission to the ADP will not be permitted.

- A student must meet the Graduate College admission criteria stated in the Graduate College Bulletin to be admitted to the graduate portion of the ADP. There will be no exceptions to the GPA requirement; conditional admission will not be permitted.

- Once admitted to the graduate ADP code, the GPA will be monitored by the Graduate College. If the graduate GPA and/or the overall GPA fall below a 3.0, the student will be removed from the ADP. Neither readmission to the ADP nor academic probation will be permitted.

- If a student does not maintain the standards of an ADP, they will not be allowed to continue in the ADP and will no longer have the privilege of sharing hours between the two degrees. The student can, however, apply for the stand-alone graduate program. In this case, applicable graduate courses taken as an undergraduate but not applied to the undergraduate degree may not exceed 12 hours and are subject to course age limits outlined in the Graduate College Bulletin.

- When a student is admitted to the undergraduate portion of the ADP, the undergraduate college will notify the Graduate College by submitting the ADP Conditions and Limitations form.

- Once the student is admitted to the undergraduate ADP, the department will engage, assess and grade the student as a graduate student; however, the student will be considered an undergraduate with regard to funding opportunities.

- Graduate courses to be applied to the master’s degree and completed prior to admission to the graduate ADP must be taken while the student is in the undergraduate ADP code. For any courses taken prior to admission to the undergraduate ADP, the student should complete the Application for Graduate Credit for Courses Taken During Junior and Senior Years.

OPERATING PROCEDURES: SEQUENTIAL MODEL

The undergraduate degree is conferred prior to the student’s admission to the graduate portion of the ADP.

1. An undergraduate student is admitted to the undergraduate portion of the ADP by the department after all admission criteria have been met, typically not before the junior year. Once approved for admission, the student will do a change of program request into the appropriate undergraduate ADP. The undergraduate college will then
submit the *ADP Conditions and Limitations* form to the Graduate College. This form will allow the department to monitor the shared courses taken by the student.

2. A student in the undergraduate portion of the ADP can hold an undergraduate assistantship; however, s/he cannot hold a graduate assistantship or receive graduate-level tuition waivers and health subsidy benefits.

3. During the student’s final undergraduate semester, the student will apply to the graduate portion of the ADP through the Office of Graduate Admissions. The student must also complete all other graduate admission requirements established by the department and must meet the same admission criteria as all other graduate students.

4. In the semester that all undergraduate requirements will be met, the student must apply for graduation through oZONE.

5. An ADP student who is admitted to the Graduate College and has been cleared for their undergraduate degree may hold a graduate assistantship and is potentially eligible for graduate-level tuition waivers and health subsidy benefits.

6. The first semester an ADP student enrolls as a graduate student, the undergraduate advising office may need to lift the student’s advising flag.

7. Any questions regarding course enrollment should be directed to the student’s graduate department.

8. Once admitted to the graduate portion of the ADP, students must meet all requirements and deadlines for the master’s degree as outlined in the *Graduate College Bulletin*.

**OPERATING PROCEDURES: SIMULTANEOUS MODEL**

The student completes both the undergraduate and graduate degrees in the same semester.

1. An undergraduate student is admitted to the undergraduate portion of the ADP by the department after all admission criteria have been met, typically not before the junior year. Once approved for admission, the student will do a change of program request into the appropriate undergraduate ADP. The undergraduate college will then submit the *ADP Conditions and Limitations* form to the Graduate College. This form will allow the department to monitor the shared courses taken by the student.

2. Once admitted to the simultaneous ADP, students must meet all requirements and deadlines for the master’s degree as outlined in the *Graduate College Bulletin*.

3. During the semester prior to intended graduation, the student will apply to the graduate portion of the ADP through the Office of Graduate Admissions. Admission to the graduate ADP major code should be effective for the student’s final semester. The student must also complete all other graduate admission requirements established by the department and must meet the same admission criteria as all other graduate students.

4. The first semester an ADP student enrolls as a graduate student, the undergraduate advising office may need to lift the student’s advising flag.

5. Any questions regarding course enrollment should be directed to the student’s graduate department.

6. A student in the simultaneous ADP is considered to be an undergraduate until the undergraduate degree is completed. A student in the undergraduate portion of the ADP can hold an undergraduate assistantship; however, they cannot hold a graduate assistantship or receive graduate-level tuition waivers and health subsidy benefits.
7. In the semester that all undergraduate and graduate requirements will be met, the student must apply for graduation through oZONE.

8. The Graduate College will confirm with the student’s undergraduate college that the undergraduate degree requirements have been met and also verify that the graduate degree requirements have been met. Both the undergraduate and graduate colleges will simultaneously clear the student for graduation.

9. An ADP student will not be awarded the accelerated graduate degree if the student does not complete the undergraduate degree, regardless of the amount or quality of the graduate work.

10. If the student is removed from the ADP or chooses to receive only the undergraduate degree, the student must contact his or her undergraduate college to return to standard undergraduate status. Upon completion of a stand-alone undergraduate degree, the student can apply for the stand-alone graduate program. In this case, graduate courses taken as an undergraduate, which were not applied to the undergraduate degree but were intended for the graduate degree, may not exceed 12 hours and are subject to course age limits outlined in the Graduate College Bulletin.