

Graduate Credit Hour Options for Undergraduates

Policy Approved by Faculty Senate:

- #1 below can be combined with #2 below, to a limit of 12 hours of double-counted graduate credits.
- #1 and/or #2 cannot be combined with #3.

Here is the exact language from the Faculty Senate minutes (May 2, 2007 meeting):

Prof. Meiksins: *The UCC also set limits on how many courses the discount can amount to. UCC settled on 12 hours which is actually even more than currently is allowed under the university regulations but all of these programs asked for more than that and UCC thought that was reasonable. The UCC actually codified these guidelines and the UCC approved them yesterday (May 1, 2007).*

1. 4+1 Students

- May take up to 12 semester hours of 500-level graduate courses and double-count these courses toward both the bachelor's and master's degrees
- Pay undergraduate tuition for graduate courses
- Must *apply* and be *accepted* into an accelerated program as juniors
- Are designated by a unique program and plan code in PeopleSoft
- Do not use a permission form to enroll in graduate classes which are part of the 4+1 curriculum
- Upon completion of their bachelor's degrees, they are admitted to full graduate standing and must enroll as graduate students in the next regular term. (Spring graduates must enroll no later than Fall.)
- Must fulfill graduate residency requirements as set forth in the *Graduate Bulletin*: "A student who is a candidate for a master's degree must fulfill the College of Graduate Studies' residence requirement of having earned at least sixteen credit hours of acceptable graduate credit (with course grades of B or better) while enrolled in the College of Graduate Studies at Cleveland State University.

2. Honors Students

- Graduate courses (up to nine hours) may be taken to fulfill upper-division Honors requirements toward the bachelor's degree only.
- Honors students may also enroll in 4+1 programs and may then count up to 12 credits of graduate courses toward the Honors undergraduate requirements and the master's degree.

3. "Banking" (Graduate Courses Applied to a Subsequent CSU Master's Program)

- Undergraduate students who meet the hours earned and grade point average requirements of the College of Graduate Studies can "bank" up to 9 hours of 500-level graduate courses.
- They must obtain permission of their advisor, the course instructor, and chair of the department in which the courses are taught before registering in 500-level classes.
- Regular Graduate College transfer rules apply: the course(s) banked *MUST* be *in excess of the requirements* and the total hours for the bachelor's degree.
- Nine is the maximum number of graduate credits that can be taken as an undergraduate and applied to a future CSU graduate degree.
- Students not enrolled in a 4+1 program *cannot* double-count graduate courses toward both an undergraduate and graduate degree at CSU.

4. Undergraduates Applying Graduate Credit Towards an Undergraduate Degree

- Undergraduates may take a maximum of 9 credits, which can be applied to the bachelor's degree only.
- Undergraduates must have an overall grade point average of 2.75 or better and be within 30 hours of completion of the bachelor's degree to qualify for graduate courses.
- They must obtain permission of their advisor, the course instructor, and chair of the department in which the courses are taught before registering in 500-level classes.