

## ACCELERATED DEGREE PROGRAM GUIDELINES *and* OPERATING PROCEDURES

This information is also available in section 2.2.1 of the [Graduate College Bulletin](#).

An accelerated degree program (ADP) enables qualified undergraduate students to earn a master's degree in an accelerated time frame by sharing up to 15 percent of the total coursework required for the stand-alone bachelor's and master's degrees. An ADP consists of both an undergraduate portion (the bachelor's degree) and a graduate portion (the master's degree). The curriculum of an ADP is designed to fulfill all requirements of both the undergraduate and graduate degrees. Accelerated students normally begin taking graduate-level courses in their fourth year. All students admitted to an ADP will be engaged, assessed, and graded as graduate students. Admission and retention requirements are more rigorous for accelerated students than for students in stand-alone degree programs.

Students may not pursue dual accelerated bachelor's/master's degrees.

### ADP MODELS: SEQUENTIAL *or* SIMULTANEOUS

Accelerated degree programs follow one of two models. Different procedures and restrictions apply to each model.

#### Sequential Model

The undergraduate degree is conferred before the student's admission to the graduate portion of the ADP.

- While in the undergraduate portion of a sequential ADP, a student is considered an undergraduate student and may hold an undergraduate assistantship. However, the student may not hold a graduate assistantship or receive graduate-level tuition waivers or health subsidy benefits.
- After the bachelor's degree has been conferred and the student has been admitted to the graduate portion of the ADP, the student is considered a graduate student and may be eligible to hold a graduate assistantship and receive graduate-level tuition waivers and health subsidy benefits.
- A student in a sequential ADP who has approval of their undergraduate advisor(s) to pursue a second bachelor's degree must complete all requirements for both undergraduate degrees before entering the graduate portion of the ADP.
- After a student has been admitted to the graduate portion of a sequential ADP, they must meet all requirements and deadlines for the master's degree outlined in the [Graduate College Bulletin](#).
  - Any questions regarding course enrollment should be directed to the academic unit offering the master's degree.
- A student in a sequential ADP who decides not to complete the accelerated master's degree is responsible for notifying their undergraduate advisor and requesting to be changed to the stand-alone bachelor's degree major code.
- If a student in a sequential ADP does not meet the admission requirements for the graduate portion upon completion of the bachelor's degree, the academic unit offering the graduate degree is responsible for notifying the undergraduate advisor and requesting that the student be changed to the stand-alone bachelor's degree major code.

### **Simultaneous Model**

The undergraduate and graduate degrees are conferred in the same semester.

- A student in a simultaneous ADP is considered an undergraduate student for the duration of the program. They may hold an undergraduate assistantship but will not become eligible to hold a graduate assistantship or receive graduate-level tuition waivers or health subsidy benefits.
- After admission to a simultaneous ADP, the student must meet all requirements and deadlines for the master's degree outlined in the [Graduate College Bulletin](#).
- The Graduate College academic counselor and the undergraduate college advisor will work together to verify the student has fulfilled all requirements for both degrees before clearing them for either degree.
- A student in a simultaneous ADP who does not complete the bachelor's degree will not be awarded the accelerated graduate degree, regardless of the amount or quality of graduate work completed.
- A student in a simultaneous ADP who decides not to complete the accelerated master's degree is responsible for notifying their undergraduate and graduate advisors and requesting to be changed to the stand-alone bachelor's degree major code.
  - Upon completion of the bachelor's degree, the student is eligible to apply to the stand-alone master's program, but may not share any hours that were applied to the bachelor's degree.

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## **ADMISSION, RETENTION, and DEGREE COMPLETION**

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### **Admission to the Undergraduate Portion of an ADP**

- A student who is interested in an ADP should contact their academic unit and/or undergraduate college before or during their junior year. They will need to follow the application procedures and deadlines established by the academic unit and undergraduate college in order to be admitted to the ADP and changed to the undergraduate accelerated major code.
- An undergraduate student must have a minimum 3.00 overall grade point average (GPA) in order to be admitted to an ADP.
  - No student whose overall GPA is lower than 3.00 may be admitted to an ADP; admission with conditions will not be permitted.
  - Academic units may require an overall GPA higher than 3.00 for undergraduate admission to a particular ADP.
  - Academic units that require a GPA higher than 3.00 for admission to the graduate portion of an ADP should communicate this requirement clearly to students upon admission to the ADP.
- Once a student is admitted to an ADP, they should work with the undergraduate college advisor to complete the [Accelerated Degree Graduate Coursework Plan](#).
  - This form is used to plan the hours that will count toward both the bachelor's and master's degrees, and to affirm the student's understanding of the conditions and limitations of participating in the ADP.

### **Admission to the Graduate Portion of an ADP**

- The student must meet the Graduate College admission criteria outlined in the [Graduate College Bulletin](#) to be eligible for admission to the graduate portion of the ADP. No exceptions will be made and admission with conditions will not be permitted.
- To apply for admission to the graduate portion of the ADP, the student must complete the online [Addition or Change of Program](#) application.

- A student in a **sequential** ADP must apply to the graduate portion during the final semester of the bachelor’s degree. The term of admission must be the semester after completion of the bachelor’s degree. The student may not skip a Fall or Spring semester between the degrees.

Bachelor’s completed in Spring:	May be considered for either Summer or Fall admission (cannot enroll in Summer unless admitted for Summer)
Bachelor’s completed in Summer:	Must be considered for Fall admission
Bachelor’s completed in Fall:	Must be considered for Spring admission

If the student does not complete the bachelor’s degree as intended, their admission to the graduate portion of the ADP will not be valid, they will remain in the undergraduate portion, and they will need to reapply for admission to the graduate portion.

- A student in a **simultaneous** ADP must apply to the graduate portion before the final semester of the bachelor’s degree. The term of admission must be the same as the final semester of the bachelor’s degree. The academic unit offering the master’s degree should enter an admission decision promptly so the student will be able to apply for graduation with both degrees early in their last semester.

### Retention and GPA

After admission to an accelerated degree program, a student is required to maintain a 3.00 grade point average in each term.

- While a student is in an undergraduate or graduate accelerated degree code, the Graduate College will monitor the student’s GPA each term over all coursework completed in that term.
  - The undergraduate college may also monitor the student’s overall GPA to ensure undergraduate degree requirements are met.
- A term GPA less than 3.00 will result in academic dismissal from the ADP, and the Graduate College academic counselor will work with the Office of the Registrar to change the student from the undergraduate ADP major code to the stand-alone bachelor’s degree major code.
- A student dismissed from the ADP may apply to the stand-alone master’s program upon completion of the bachelor’s degree, but may not share any coursework applied to the bachelor’s degree. Readmission to the ADP will not be permitted.
  - Any accumulated graduate credit not applied to the bachelor’s degree must meet the [Graduate College Guidelines for Residence Credit Taken before Admission to a Master’s Degree Program](#).
- Sequential ADP students who have completed the bachelor’s degree will be subject to the retention policy applicable to graduate students (see the “Retention” section of the [Graduate College Bulletin](#)).

### Degree Completion

- Students must apply for graduation early in the semester they will complete degree requirements, according to the deadlines indicated on the [Academic Calendar](#).
  - A student in a **sequential** ADP must apply for graduation twice—once early in the final semester of the bachelor’s degree, and again early in the final semester of the master’s degree.
  - A student in a **simultaneous** ADP must apply for graduation for both the bachelor’s and master’s degree at the same time in their final semester.
- All ADP students must meet all requirements and deadlines for the master’s degree outlined in the [Graduate College Bulletin](#).

## INFORMATION *for* ACADEMIC UNITS ESTABLISHING *an* ADP

A request to establish an accelerated bachelor's/master's degree program must first be approved and signed by the academic unit chair/director(s) and academic college dean(s) affiliated with each degree. The request should then be submitted to the Graduate Council for review (see the [Graduate College website](#) for agenda deadlines and links to the appropriate paperwork). Academic units interested in establishing an ADP are encouraged to meet with the Graduate College to discuss questions and concerns in advance of submitting this paperwork.

- Each ADP represents a combination of one existing stand-alone undergraduate major and one existing stand-alone graduate major.
  - An academic unit wishing to offer an accelerated bachelor's/master's degree to multiple undergraduate or graduate majors will need to request one ADP for each combination of majors.
- The requirements for both undergraduate and graduate degrees comprising an ADP should be identical to the requirements for the stand-alone degrees. If either the undergraduate or graduate degree program is modified, the ADP should be modified at the same time.
- A request for an ADP must clearly specify whether the program will follow the sequential model or simultaneous model.
- Up to 15 percent of the combined total semester hours required for the stand-alone bachelor's and master's degrees, rounded down, may be shared (applied to both degrees).
  - All shared hours must carry graduate credit, and must be applicable to both the bachelor's degree requirements and master's degree requirements.

## ADP MILESTONES

Sequential	Simultaneous
<ol style="list-style-type: none"> <li>1. Student applies to ADP through their undergraduate college.</li> <li>2. Undergraduate college admits student to the ADP and updates their undergraduate major code.</li> <li>3. After admission to the ADP, the <a href="#">Accelerated Degree Graduate Coursework Plan</a> is due in the Graduate College.</li> <li>4. In the final semester of the undergraduate portion, student applies for graduation for the bachelor's degree.</li> <li>5. In the final semester of the undergraduate portion, student applies to the graduate portion of the ADP through the online <a href="#">Addition or Change of Program</a> application.</li> <li>6. Once admitted to the graduate portion, student follows master's degree procedures and deadlines outlined in the <a href="#">Graduate College Bulletin</a>.</li> </ol>	<ol style="list-style-type: none"> <li>1. Student applies to ADP through their undergraduate college.</li> <li>2. Undergraduate college admits student to the ADP and updates their undergraduate major code.</li> <li>3. After admission to the ADP, the <a href="#">Accelerated Degree Graduate Coursework Plan</a> is due in the Graduate College.</li> <li>4. After admission to the ADP, student follows master's degree procedures and deadlines outlined in the <a href="#">Graduate College Bulletin</a>.</li> <li>5. <u>Before</u> the final semester of the ADP, student applies to the graduate portion through the online <a href="#">Addition or Change of Program</a> application.</li> <li>6. In the final semester of the ADP, student applies for graduation for both the bachelor's degree and the master's degree.</li> </ol>