

Graduate Catalog 2018-2019

Degree Requirements & Academic
Guidelines

Academic Expectations and Guidelines

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Transfer of Credit

In accordance with Academic Policy Statement 801007, graduate courses completed at other accredited colleges and universities may be applied as transfer credit toward a graduate degree at Sam Houston State University at the discretion of each graduate program and the college in which it is housed. Transfer credit is not automatically conferred and must be requested by the graduate advisor. Only courses with an earned grade of “B” or better may be used as transfer credit. Transferred courses must adhere to the six year time frame for Master's degrees and the eight year time frame for doctoral degrees. If courses are older than the allowed time frame, written justification must be provided by the graduate advisor with approval by the academic dean and the Dean of Graduate Studies for courses to be transferred.

The maximum number of hours that may be transferred into a graduate program are as follows:

- 6 hours of transfer credit toward a degree of 30 hours;
- 9 hours of transfer credit toward a degree of 31 to 36 hours;
- 12 hours of transfer credit toward a degree of 37 to 48 hours;

- 15 hours of transfer credit toward a degree of 49 or more hours.

Students are encouraged to contact the appropriate graduate advisor for information concerning transfer credit allowed for a specific degree.

University Academic Policy Manual and Student Guidelines

Sam Houston State University's *Academic Policy Manual* and *Student Guidelines* provide specific information pertaining to the educational mission of the University and student conduct. Copies of these publications may also be viewed at the Reference Desk of the Newton Gresham Library.