

MASTER'S DEGREE REQUIREMENTS

Admission

An applicant must possess at least a baccalaureate degree from an accredited college or university for admission to a graduate certificate program. A student who is academically qualified in general but deficient in course preparation may be required to remedy the deficiencies through undergraduate coursework either simultaneous with or prior to beginning graduate work.

Enrollment

A student may meet the degree requirements of the School of Graduate Studies and the program through either full- or part-time study. No formal continuous enrollment is required by the School of Graduate Studies for the master's degree. Individual master's programs, however, may require continuous enrollment. A student should consult with their academic program.

Time Limit

All requirements must be completed within six years after beginning graduate-level coursework at The University of Akron or elsewhere. Extension of up to one year may be granted in unusual circumstances by the School of Graduate Studies upon written request by the student and recommendation by the adviser, department chair, and college dean.

Credits

A minimum of 30 semester credits of graduate work is required in all master's degree programs, including thesis research credits if a thesis is required. Some degree programs require more credits (see program requirements). A minimum of two-thirds of the total graduate credits required for the master's degree must be completed at the University. Workshop credits must be relevant to the degree program, recommended by the student's adviser, and approved by the School of Graduate Studies.

No graduate credit may be received for 500-numbered courses previously taken at the 400-number course level as an undergraduate without advance approval from the School of Graduate Studies.

Transfer Credits

Up to one-third of the total credits required for a master's degree may be transferred from an accredited college or university, including The University of Akron. Departments and colleges may set more restrictive limits. All transfer credit must be at the "A" or "B" level in graduate courses. The credits must be relevant to the student's program as determined by the student's academic department, and must fall within the six-year time limit to complete degree requirements. A University of Akron student who seeks to enroll in courses elsewhere for transfer of credit must receive prior approval. A block transfer of credit may be requested if the student holds a prior graduate degree from an accredited college or university, including The University of Akron. A block transfer of credit does not apply to the student's six-year time limit for degree completion.

A student seeking to transfer credit must have full admission at The University of Akron. Transfer credits from other institutions shall not

be computed as part of the student's University of Akron grade point average.

Optional Department Requirements

Each degree program may set special requirements regarding entrance examinations, qualifying examinations, foreign language, required courses and thesis. Details are available from each program.

Graduation

Students must file an online application for graduation with the Office of the University Registrar after completion of one-half of the credits required for their degree program or by the following dates:

- April 1 for Spring Commencement
- July 1 for Summer Commencement
- November 1 for Fall Commencement

Students wanting to attend the commencement ceremony must visit the Office of the University Registrar website to respond to the ceremony.

To be cleared for graduation, a candidate must have completed the academic program requirements with a minimum cumulative graduate grade-point average of at least 3.00; submitted an online application for graduation with the Office of the University Registrar; settled any and all outstanding financial obligations with the University; and met any other applicable department and University requirements.

If a thesis is required, a final online submission, properly prepared, is due in the School of Graduate Studies at least three weeks prior to commencement. This copy must be signed by the adviser, faculty reader, department chair, and college dean prior to submission to the School of Graduate Studies. A manual titled "Guidelines for Preparing a Thesis or Dissertation" is available online and the thesis must conform to these instructions.