

[http://utdallas.edu/dept/graddean/CAT2006/first40/6.Final_degree%20programs%20and%20policies\(new\).htm#CreditTransfer](http://utdallas.edu/dept/graddean/CAT2006/first40/6.Final_degree%20programs%20and%20policies(new).htm#CreditTransfer)

Transfer of Credit

A degree seeking student may petition to have graduate coursework taken at another institution be counted towards satisfying the master's or doctoral degree requirements. All petitions for transfer of credit must be prepared by the student's Graduate Program and submitted to the Dean of Graduate Studies for approval. The request must be accompanied by an official transcript and an official explanation of the course numbering system at the school where the credit was earned. To qualify for transfer of credit, the grade earned in the course must be a B or better from an accredited college or university, and the course must not be a correspondence or extension course. Also, the University does not award transfer credit for experiential learning, performance, or experience that occurs prior to enrollment. Courses delivered in a distance learning format will be considered by the Graduate Dean on a case-by-case basis. All petitions for transfer of credit for coursework taken prior to enrolling at U.T. Dallas should be submitted to the student's Program Graduate Advisor by the student prior to filing a Program of Studies; however, acceptance of transfer of credit hours will not occur until after the student has completed 9 semester credit hours at U.T. Dallas with a grade point average of at least 3.0. All petitions must be processed and approved no later than the semester prior to anticipated graduation. Accordingly, requests to take courses at another institution during the semester a student plans to graduate cannot be approved because the grades may not be received in time to certify the student for graduation. Up to 15 semester credit hours of graduate courses taken elsewhere can be transferred towards a master's degree. Up to one-half of the required hours for a doctoral degree can be transferred from another university.

A degree-seeking student may petition to have graduate coursework taken at another institution counted toward satisfying the master's or doctoral degree requirements as follows. Up to 15 semester credit hours of graduate coursework taken elsewhere may be transferred toward a master's degree; up to 36 hours of master's degree coursework taken elsewhere in the subject area or its equivalent may be transferred toward a doctoral degree; up to nine hours of doctoral (post master's) coursework taken elsewhere may also be transferred toward a doctoral degree. No more than one half of the required credit hours of any degree may be transferred in to UTD. Some programs may have more restrictive transfer requirements. No more than 15 semester credit hours taken as a non-degree student at U.T. Dallas can be subsequently transferred to a degree program at U.T. Dallas. Some degree programs may have more restrictive transfer requirements.

General Degree Requirements

The student will be deemed to have completed the course work degree requirements when he or she completes the previously filed program of studies with acceptable grades.

Required Semester Credit Hours

The minimum semester credit hours required for the degree in a Program of Studies will be those shown in the catalog applicable to the student at the time of his or her admission or readmission to the program. In no case will a student be allowed to graduate with less than 30 approved graduate semester

credit hours (including approved graduate transfer credit hours) for the master's degree. Enrollment in doctoral study at U.T. Dallas for a minimum of three, consecutive long terms and for a minimum of 18 doctoral semester hours are required for graduation with a doctoral degree. Additional requirements for the doctoral degree may be specified by the faculty of each program as described in the individual degree program sections of this catalog.