

# Office of Graduate Studies Brown Bag

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TUESDAY, FEBRUARY 14, 2017

10:00 AM | TECO ROOM

# Welcome

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DR. RUTH BAHR,

*ASSISTANT DEAN, OFFICE OF GRADUATE STUDIES*

# Welcome

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- Admissions Update
- Update on Accelerated Programs
- When to File Progression Forms in the Accelerated Programs
- Course Transfer Process

# Admissions Update

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PAUL CRAWFORD,

*ASSISTANT DIRECTOR, OFFICE OF ADMISSIONS*

# Update on Accelerated Programs

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DR. RUTH BAHR,

*ASSISTANT DEAN, OFFICE OF GRADUATE STUDIES*

# Update on Accelerated Programs

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- If your current Accelerated Program is less than 150 hours (120 UG hours + 30 Grad hours), then you should submit a Substantive Change form to SACSCOC.
- What you need:
  - A signed approval form from UGC/UGS
  - A signed approval form from GC/GS
  - A letter describing the accelerated program.

# Substantive Change Letter Should:

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- Specify admissions requirements (“exceptionally well qualified”)
- List the total number of credit hours required
- Identify the shared courses (i.e., which grad courses will “substitute” for which undergrad courses)
- Justify the credit hour requirement
- Provide info about the number of students in the undergrad program and the number who will likely be enrolled in the accelerated program will show SACSCOC that we are being selective.
- The key for SACSCOC is educational quality.

# Emphasize Program Quality

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- “Undergraduate students in the accelerated dual degree program will be held accountable to the same standards as graduate students in the class. Learning outcomes in graduate courses will not be altered to accommodate students in the accelerated program.”
- “Because the undergraduates are exceptional students, their presence in graduate courses will not dilute the graduate program.”



# When to File Progression Forms in the Accelerated Programs

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*ASSISTANT DEAN, OFFICE OF GRADUATE STUDIES*

# When to File Progression Forms in the Accelerated Programs

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- **Accelerated Program Progression Form** - used to progress into Graduate Student status. Students must also complete:
- **Legal Disclosure Statement Form**
- **Florida Residency Information & Form**
- **Must meet Grad Admissions requirements**
- **<http://www.grad.usf.edu/accelerated.php>**

# Course Transfer Process

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# Course Transfer Process

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- Be sure to list a USF course number to transfer the course to
- Course hours should match
  - If the course was 4 hours at the previous institution and it matches a 3 hour course here, only 3 hours transfers.
  - If the course is 4 hours here and 3 hours at the previous institution, then the student is lacking 1 hour here at USF.
- Course content must match—a syllabus from the previous and current course should be checked.

# Course Transfers into the PhD (Grad Catalog)

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## Time Limitations

Doctoral degrees must be completed within seven (7) years from the student's original date of admission for doctoral study. All courses applied to the doctoral degree must be completed within seven (7) years, including courses taken

prior to admission to the USF doctoral program,

taken as non-degree seeking, or

transferred in from other institutions

There is no time limitation for courses from a completed master's degree used toward a doctoral degree. For students who are readmitted, see Readmission Policy. Typically a student will reach candidacy within four years, but this may vary per discipline.

# Questions?

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# 2017 Brown Bag Schedule

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Tuesday	March 7, 2017	10:00am – 12:00pm	TECO Room
Tuesday	April 11, 2017	10:00am – 12:00pm	TECO Room
Tuesday	May 16, 2017	10:00am – 12:00pm	TECO Room

**Grad Program Director/Coordinator Webpage:**

<http://www.grad.usf.edu/graduate-directors.php>

Email: [mcordner@usf.edu](mailto:mcordner@usf.edu)