

## **Accelerated Degree Program Guidelines For Bachelor's/Master's Accelerated Degree Programs (4+1)**

Submit the completed and signed (chairs or directors, unit deans) proposal to the **Office of Graduate Academic Programs** in Graduate Education. Mail code: 1003 and electronic copies to [eric.wertheimer@asu.edu](mailto:eric.wertheimer@asu.edu) and/or [amanda.morales-calderon@asu.edu](mailto:amanda.morales-calderon@asu.edu)

### **Background**

The accelerated Bachelor's and Master's (4+1) degree program is designed by academic units to provide its selected highest quality students with the opportunity to link advanced undergraduate coursework with graduate coursework and degree completion with the opportunity to get a head start on the Master's degree while completing the Bachelor's degree. Such proposals must be approved by Graduate Education.

Each proposal must include the following:

- A rationale for and a description of the proposed program
- Administration of the program
- Clearly defined admissions criteria
- Specific requirements for each degree
- Standards and procedures for monitoring student progress to degree completion
- Standards and procedures for monitoring the program's quality over time

### **Admission Standards**

- Students must meet all admission criteria established by the academic unit and Graduate Education, except the completion of the baccalaureate degree.
- At least 75 credit hours of undergraduate coursework must be completed before students can apply for admission to the accelerated degree program.
- The admission standards for the accelerated degree should be consistent with the admissions criteria of Graduate Education and the academic unit for the Master's degree.
- A written statement detailing the satisfactory academic progress requirements to remain in the accelerated degree program must appear in all recruiting and admission materials provided by the academic unit.
- The academic unit must designate a faculty member responsible for coordinating the admissions process.
- Students will be eligible to start the accelerated program after completing 90 credit hours of coursework towards their undergraduate degree program.

## Monitoring Student Status

- The academic unit must specify how a student's academic progress in the program will be monitored and reported. A student will be considered an undergraduate until all undergraduate degree requirements have been completed, at which time the Master's degree program will be activated. Undergraduate students enrolled in the accelerated programs will be eligible to enroll in graduate level courses and seminars. However, **they will not be eligible for most graduate prerequisites including teaching and research assistantships and related health insurance, financial aid, or graduate award programs until the undergraduate degree is completed.**
- All recruiting and admission materials provided by the academic unit should include a written statement indicating that students will be considered undergraduates until all undergraduate requirements have been met and the Bachelor's degree has been posted to the student's transcript.
- The academic unit must specify how the accelerated program will provide academic advising. Administration of the accelerated program must include an annual review of each student's academic progress in meeting both Bachelor's and Master's degree requirements.
- The academic unit must clearly outline satisfactory academic progress guidelines, including specific timelines, as well as the consequences of not meeting these requirements.
- Undergraduate students who have been accepted to an accelerated bachelor's/master's degree program prior to the awarding of their undergraduate degree must complete all of their bachelor's degree requirements and graduate within 12 months of the first day of the semester for which they were admitted to the accelerated program.

## Degree Requirements

- Students in the accelerated degree program must meet all degree requirements of the Bachelor's and Master's programs.
- When a thesis is required for the Master's degree, the undergraduate honors thesis may not be substituted for the master's thesis.
- Accelerated Bachelor's/Master's programs may use a maximum of 12 pre-admission credits which may include up to a maximum of 12 hours shared between the Bachelor's and Master's program. Please note that only six credit hours of 400-level coursework can be applied to the Master's degree program.

## **Program Monitoring**

- The academic unit should outline a plan for monitoring the program's success after three years.
- For official university reporting purposes, students will be considered as undergraduates until the Bachelor's degree is awarded.

## **Proposal Submission Procedures**

- Accelerated degree program proposals should be submitted to Graduate Education for approval.
- The proposal should contain:
  - A program description
  - A rationale for why the program is needed
  - Admissions requirements
  - Degree requirements
  - A sample plan of study for both the undergraduate and graduate portions of the program
  - Departmental policies and procedures for monitoring student progress, including satisfactory academic progress guidelines and procedures
  - A plan for monitoring the quality and success of the program.

*Recommended for approval by Graduate Council, April 23, 2002; Revised January 25, 2005; Updated, June 6, 2008; Updated, July 15, 2009; Updated March 3, 2011; Updated July 18, 2012; Updated October 16, 2012, October 24, 2012, and January 7, 2013;*