

SOUTH DAKOTA SCHOOL OF MINES AND TECHNOLOGY

Policy Manual

SUBJECT: Graduate Credit for Undergraduate Senior Students

NUMBER: **Policy II-8-1** (Formerly Policy II-C-3)

An undergraduate student who has completed a minimum of 96 credits may petition that a graduate course taken as an undergraduate be applied toward a graduate program of study.

1. The university is under no obligation to credit courses so attempted toward any advanced degree until a graduate program of study has been approved, signed by the student and the student's major department.
2. This petition should be filed on the form available from the Graduate Office at the time of registration for the course but no later than the tenth week of classes during the semester in which the course is attempted.
3. The course(s) must be numbered at the 600 level.
4. The course(s) must not be required for the completion of his or her undergraduate degree; the hours will not be counted toward the semester credit hours required for the Bachelor's degree.
5. The extra course(s) should not create an overload ("overload" defined in BOR Policy 2:29), or more than 18 semester hours taken in a given semester, upon the individual student involved.
6. A maximum of 12 hours of graduate credit taken as a SDSM&T undergraduate may be applied toward an advanced degree at the South Dakota School of Mines and Technology.
7. Grades for courses taken under this policy will not be included in undergraduate grade point averages or class standing.

SOURCE: SDSM&T Faculty, Dec. 1993; Office of the Provost, Dec. 2009

BOR Reference: Policy 2:8