Graduate Credit Hours Taken as an Undergraduate

Category: Academic Affairs – Faculty Council
Responsible Department: Academic Affairs
Responsible Officer: Provost
Effective Date: 7/27/2009

Policy Summary
DePaul offers Bachelor’s/Master’s degree programs which allow students to complete 3 graduate level courses while still an undergraduate student. In addition, undergraduates may in some cases take a graduate course to fulfill their undergraduate degree requirements.

Scope
This policy affects students, full-time faculty, and part-time faculty.

Policy
Approved Bachelor’s/Master’s programs:

DePaul offers combined Bachelor’s + Master’s degree programs which allow students to complete 3 graduate level courses (a maximum of 12 graduate credit hours) while still an undergraduate student. See the current course catalog for a list of programs.

These three graduate level courses will count toward both the undergraduate and graduate degree programs. Students must be declared as participants in the combined program in the student system to have the course apply toward both degrees and to be assessed the correct tuition. Students interested in pursuing this option should consult with the appropriate college or school.

Graduate coursework:

Undergraduate students may be granted permission to complete a graduate level course to fulfill undergraduate course requirements at the discretion of the graduate college. Except for students participating in an approved combined Bachelor’s + Master’s program at DePaul, graduate courses taken while an undergraduate will not apply toward a graduate degree at DePaul.
**Procedures**

Students enrolled in a combined bachelor’s/master’s degree program must be declared as participants in the combined program in the student system to have the course apply toward both degrees. Students may be assisted in selecting courses that will be applied to both degrees by the appropriate advisor.

Undergraduate students who are not in a combined bachelor’s/master’s program may, at the discretion of the graduate college, be granted permission to complete a graduate level course in fulfillment of an undergraduate degree requirement. As the availability of this option and the process for doing so may vary amongst colleges, students should consult the college for further information.

**Divisional Collaborations**

**Contact Information**
Office of the University Registrar
URSupport@depaul.edu
(312) 362-8610

**Appendices**
None.

**History/Revisions**
Origination Date: 7/27/2009
Last Amended Date: 6/12/2019
Next Review Date: