

Proposal: Eliminate the requirement for OSU undergraduate and post baccalaureate students to "reserve credit".

Rationale:

- 1) We do not require students who complete graduate level courses as an undergraduate (or post-bac) from other institutions to "reserve credit". We accept those graduate credits as transfer courses.
- 2) If an OSU student takes a graduate course as an undergraduate, graduates from OSU (which seals the undergraduate transcript) and subsequently decides to use that course as part of their graduate program at OSU, the registrar must unseal the transcript to add the course to the graduate program. Changing a sealed transcript is problematic.

Suggested changes to URL:

<http://catalog.oregonstate.edu/ChapterDetail.aspx?key=38#Section1801>

Reserving Credits

~~Undergraduate and postbaccalaureate students at OSU may receive credit for graduate courses (500 and 600 level) in excess of the requirements for a baccalaureate degree. They may reserve credits for possible use in a graduate certificate or graduate degree program under the following conditions:~~

- ~~a. Request for reservation must be made prior to the end of the term in which the student completes baccalaureate requirements.~~
- ~~b. Only credits with grades of B (3.00) or better may be reserved for graduate credit.~~
- ~~c. Credits with grades of P or S cannot be reserved.~~
- ~~d. A maximum of 15 credits may be reserved for graduate credit.~~
- ~~e. Baccalaureate degree holders who are admitted to a postbaccalaureate status may reserve not more than 6 graduate credits per term to apply in a graduate program.~~
- ~~f. Not more than 15 graduate credits reserved in combination as an undergraduate and postbaccalaureate can be used in a graduate degree program.~~

~~A student must earn a minimum of 30 graduate credits toward the master's degree after admission as a degree-seeking graduate student, regardless of the number of credits reserved.~~

Transfer Credit

Students who wish to transfer graduate credits from other schools must provide transcripts for courses already completed to the Graduate School prior to the submission of a study program. [Graduate courses taken at OSU while the student was a non-degree graduate student, a post-baccalaureate student, a professional degree-seeking student \(PharmD or DVM\), or an undergraduate student, are considered transfer courses.](#)

If a student undertakes a transfer course after his or her study program has been approved, the student must provide the Graduate School with a transcript of this course prior to the final examination. The Graduate School does not assume responsibility for obtaining transcripts from other institutions.

Courses to be transferred **must be graduate level**, ~~taken after the completion of a four-year baccalaureate degree (or equivalent)~~, with [letter](#) grades of B (3.00) or better. Courses delivered off-campus or by electronic means must satisfy the OSU guidelines for the electronic delivery of courses. It is the responsibility of the student wishing to transfer the course to provide the necessary documentation to satisfy the OSU guidelines. Traditional extension and correspondence courses with no live or real-time interaction with the instructor are not transferable.

Graduate courses may be transferred if:

1. the work is appropriate to and will be placed on the student's graduate certificate or degree program;
2. the transfer is approved by the student's committee (for degree-seeking students), by the major program or department, and by the Graduate School; and
3. grades of B (3.00) or better have been earned.

If the transfer credit is from a foreign university, the student must provide copies of the original transcript and an English translation of the transcript, with the courses to be transferred clearly indicated. Grades and credits for the courses must be clearly identified. In some countries, the first university degree, which OSU considers to be equivalent to a baccalaureate degree, may take five years or more to complete. All of the course work toward such a degree is considered a requirement for the first university degree, and hence none of it can be transferred to a graduate certificate or graduate degree at OSU.

Students may not transfer courses graded on a nonstandard basis (e.g., Pass/No Pass, Credit/No Credit, Satisfactory/Unsatisfactory) to their graduate certificate or degree programs unless it can be verified from the registrar of the university offering the course that the grade is equivalent to a B (3.00) or better.

Graduate courses to be transferred to an OSU master's degree must not have been used to satisfy the requirements for a [bachelor's degree](#), master's degree (or equivalent) or a doctoral degree ~~from another institution~~.

Graduate courses to be transferred from an OSU master's degree to a second OSU master's degree must meet the following three requirements:

1. Credits used to satisfy the residency requirements of one master's degree may not be used to satisfy the residency requirements of another master's degree.
2. Students who earn two master's degrees at Oregon State University must complete all degree requirements for each degree. This requires filing separate programs of study forms for each degree, filing separate commencement applications for each degree, completing separate projects or theses for each degree, scheduling separate final oral examinations for each degree, and passing final oral examinations for each degree.
3. Such credit will be granted only for graded course work earned at Oregon State University and completed with a grade of B or higher.

Up to 15 graduate credits may be transferred toward a 45-credit master's degree. Up to 6 graduate credits may be transferred toward an 18-credit graduate certificate.

Graduate courses to be transferred to a doctoral degree program can be courses that were used to satisfy the graduate course requirements for a graduate certificate or a master's degree (or equivalent). Selected 700-level courses that have been deemed equivalent to graduate-level learning may be used on doctoral programs of study upon approval of the student's graduate committee. There is no limit on transfer credit toward the doctoral degree as long as the doctoral residence requirement is satisfied.

Credits earned in fulfillment of a graduate certificate program may be applied to a graduate degree, so long as they meet the appropriate standards for use in the degree and the criteria to transfer credit as defined herein. Courses completed for a degree program may likewise be applied toward a certificate program.

~~Graduate courses taken at OSU while the student was a graduate nondegree-seeking student, a postbaccalaureate student, or a professional degree-seeking student (PharmD or DVM), and courses reserved for graduate credit while the student was an undergraduate or postbaccalaureate student are considered transfer courses.~~