

# Master's Degree Policies

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## Plan of Study

The Plan of Study shall include the specific courses the student is expected to complete and any other special requirements of the particular master's degree that the student is seeking. The Plan of Study must be filed with the Graduate School by the end of the student's second semester of study. Revisions may be made with the Request for Change to Plan of Study (<https://powerforms.docuSign.net/20c075c4-741c-4c43-8767-4c48338ddfaf/?env=na3&acct=1ceb9a57-b6a3-4df7-b655-d64cf8f1c2d7&accountId=1ceb9a57-b6a3-4df7-b655-d64cf8f1c2d7>) form. Plans of Study, and all changes to them, must be approved by the student, the supervisory committee, the graduate program leader of the student's program, and the Dean of Graduate Studies.

NDSU has minimum requirements for master's degrees. These are outlined below. Once these minimum requirements have been met, any other graduate courses can be used to satisfy the remaining Plan of Study requirements. Each program has the responsibility of defining the requirements for a major in its disciplinary area. This information should be made available to students electronically and/or in the program handbook.

A student may use up to 10 credits taken as a non-degree NDSU graduate student toward the degree.

## Plan A Master's Degree

- Minimum 30 credits total
- 16 of the 30 must be didactic credits
- 6-10 credits of research (798 Master's Thesis)

## Plan B Master's Degree

- Minimum 30 credits total
- 21 of the 30 must be didactic credits
- 2-4 credits of research (797 Master's Paper)

## Plan C Master's Degree

Some programs have set curriculum and their own Plan of Study.

## Transfer of Credit

All graduate credits used to meet the requirements of a master's degree must be approved by the supervisory committee, the program administrator, and the Dean of the Graduate College. A candidate for the master's degree must petition in order to transfer up to a maximum of 10 semester hours of graduate credit from another institution to satisfy course requirements on the Plan of Study. Credits are transferred at the time the Plan of Study is approved.

Transfer credits

1. Graduate-level course work from regionally accredited colleges or universities (or equivalent for international institutions) is eligible for acceptance in transfer (credits from international institutions can be transferred only if approved by a committee from the student's program);
2. must carry only grades of A or B on a 4.0 scale;
3. must have been earned within a 7-year period at the time of the final examination;
4. must be graduate level;
5. must not be a continuing education, correspondence, extension, or workshop course;
6. must not be internship, individual study, special problem, or research (disquisition) courses, or courses graded Pass/Fail or Satisfactory/Unsatisfactory;
7. must not have been used to fulfill the requirements of a baccalaureate degree;
8. must be verified by an official transcript; and
9. will not be used in calculation of the grade point average.

It is the responsibility of the student to provide official transcripts of graduate courses taken elsewhere to the Graduate College.

NOTE: The Special Problem credits of item (6) above are equivalent to North Dakota State University's 696/796 Special Topic credits.