



# University Policies

## **Section III: Academic Affairs** (<https://policies.umd.edu/academic-affairs>)

Policy Number: III-2.20(A)

### **UNIVERSITY OF MARYLAND POLICY AND GUIDELINES FOR COMBINED BACHELOR'S/MASTER'S PROGRAMS**

(Approved by the President August 01, 1991, Amended May 10, 2001, Amended April 23, 2025 )

#### **I. INTRODUCTION**

In a combined bachelor's/master's program, some graduate level courses initially taken for undergraduate credit may also be applied towards the graduate credit requirements for a master's degree program at the University of Maryland ("University"). A bachelor's/master's program may be developed for an individual student, or it may be a structured program.

Only graduate programs on the 15-week semester term are eligible for the combined degree. Each student can pursue one combined bachelor's/master's program. Students admitted to a combined bachelor's/master's program may not defer the start of their master's program, but may request a Leave of Absence in their first year in the master's program. Students who do not begin their master's program in the term after completing their bachelor's degree will have the double-counted credits converted to being counted only for the bachelor's degree. Students and programs must identify the courses selected for double-counting prior to course registration. Students completing two bachelor's degrees simultaneously must complete both bachelor's degrees before matriculating into the master's program; if the bachelor's degree outside of the combined program is not completed prior to matriculation, it will need to be pursued following completion of the master's degree and will require reenrollment at the undergraduate level.

#### **II. INDIVIDUAL STUDENT BACHELOR'S/MASTER'S PROGRAM**

An individual bachelor's/master's program may be developed by a current undergraduate student in consultation with their academic advisor. Such a program is available only to students whose academic performance is exceptional. It is to be developed according to the individual career interests and goals of the student and should be an integrated learning experience rather than merely the completion of a certain number of graduate and undergraduate credits. The proposed program requires the approval of the directors of both the undergraduate and the graduate programs involved and of the Dean for Undergraduate Studies and the Dean of the Graduate School. Normally no more than 35% of graduate course credits applied to the bachelor's degree may be counted also for graduate credit in an individual student program. Courses to be double counted must be at the graduate level and must be passed with at least a "B-" grade. Courses at the 400-level may be included in the double-counting credits, if the component master's degree allows 400-level courses to count toward the degree. Individual study courses, internships, or courses given as credit by examination are not eligible. The credits to be double counted will be designated as applicable to the graduate program after the student receives the bachelor's degree and matriculates in the Graduate School. This designation will be canceled if the student withdraws from the graduate program before completing the master's degree.

#### **III. STRUCTURED BACHELOR'S/MASTER'S PROGRAM**

A structured bachelor's/master's program is a clearly defined curriculum combining an existing University undergraduate program and an existing master's program at the University, offered by the same or by different departments. Such a program is to be designed for students whose academic performance is exceptional and should be an integrated learning experience rather than merely the completion of a certain number of graduate and undergraduate credits. A proposal for such a program should be submitted by the college(s) housing the academic programs concerned and requires the approval of the Graduate Council Programs, Curricula, and Courses (PCC) Committee, the Graduate Dean, the University Senate PCC Committee, the University Senate, and the President.

A. Necessary features of a structured bachelor's/master's program include the following:

1. Specific requirements for admission to the combined program that speak to the exceptional performance of the students to be admitted. At a minimum, students accepted for the program must be clearly admissible to the graduate program portion.

2. The program should be designed so as not to unduly delay the students' receipt of their bachelor's degrees. Taking graduate credits should not unduly limit the breadth of the student's experience through premature specialization.
  3. Where appropriate, graduate courses taken while an undergraduate may substitute for courses required in the undergraduate major program.
  4. Formal admission to the Graduate School will require completion of all requirements for the bachelor's degree.
  5. The credits to be double counted will be designated as applicable to the graduate program after the student receives the bachelor's degree and matriculates in the Graduate School. This designation will be canceled if the student withdraws from the graduate program before completing the master's degree.
- B. A structured bachelor's/master's program may normally include up to 35% of credits of graduate level courses that are counted both for the bachelor's program and the master's program. Courses at the 400-level may be included in the double-counting credits if the component master's degree allows 400-level courses to count toward the degree.