

REQUIREMENTS FOR MASTER'S DEGREES AND CERTIFICATES

Research Requirement

All students seeking a graduate degree must have at least three credits for an approved research course. Approved research courses are designated at the graduate program level.

Completion Time Limit

Course credits more than six years old at the time of application for graduation may not be counted for a degree. Graduate students unable to maintain continuous enrollment may, on a case-by-case basis, be granted an extension. For military members who have deployed and as a result are unable to continue classes, the time limit may be extended for up to 12 months. The extension may not exceed the period of deployment, as indicated on orders. For further clarification, contact the Graduate School.

Application for Degree Conferral

A candidate for a degree must apply for the degree by submitting an "Application for Graduation"—online through Warrior Web—to the Records and Admissions Office no later than the deadline for submission of the application for graduation, as specified in the university calendar.

Deadlines for submitting an application for graduation are strictly enforced. A \$50 graduation application processing fee is required at the time the application is submitted. Students who miss the Late Application Deadline will be charged a \$20 late fee and will be eligible for conferral only. Students failing to meet degree requirements in the semester in which they have applied to graduate must reapply and re-pay the graduation application processing fee.

Application for Graduate Certificate

A candidate for an approved graduate certificate must apply by submitting an "Application for Graduate Certificate"—online through Warrior Web—to the Graduate School. A \$30 graduation certificate processing fee is required at the time the application is submitted. Students failing to meet certificate requirements in the semester in which they have applied must reapply and re-pay the processing fee.

Financial Obligation for Graduating Students

According to Texas Education Code § 54.007 (d), all financial obligations to the university must be paid by the end of the semester. Failure to settle all financial obligations will result in withholding a student's diploma at graduation. Additionally, a block will be placed on the student's account which will prohibit registration in subsequent semesters and receipt of official transcripts.

Citations

- Texas Education Code § 54.007 (c) states "A student who fails to make payment prior to the end of the semester may be denied credit for the work done that semester."