



The University of Tennessee Health Science Center College of Graduate Health Sciences College Policies

Document Name: Admission to Degree Candidacy - Master's
Effective Date: November 8, 2004
Document Status: Approved

Purpose

The purpose of this policy is to define the requirements for admission to degree candidacy for the Master of Science and Master of Dental Science degrees. Graduate education requires continuous evaluation of the student. This evaluation includes not only periodic objective evaluations such as the GPA, performance on comprehensive examinations, and acceptance of the thesis or dissertation, but also subjective appraisal by the faculty of the student's progress and potential.

Policy Details

Continuation of graduate study within the College results from positive action taken by the student's Faculty Committee. Grades are not necessarily the sole criterion used in determining whether or not a student is permitted to continue. Other attributes, primarily those concerned with the level of professionalism expected of a student in a particular discipline, may be considered.

Each student is responsible for filing an application for admission to candidacy (which must be signed by the Program Chair or Director and members of the student's Faculty Committee) after the conditions indicated below have been met. Application forms may be obtained from the College web site. The Dean will inform the Program Director of the student's admission to candidacy.

Admission to candidacy for the master's degree must be granted no later than the end of the second month in the semester in which the thesis or project is to be presented to the College. Application may be made only after the student successfully completes the prerequisite courses and 18 semester hours of graduate course work.

Admission to candidacy for the master's degree requires (1) certification by the student's Faculty Committee and the Program Chair or Director that the student has successfully completed sufficient graduate courses and has demonstrated an ability to do graduate work of satisfactory character and (2) approval by the Dean of the student's proposed program of study. Programs may have requirements for



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continuation or graduation in addition to the minimum requirements set forth in the UTHSC Catalog. It is the student's responsibility to be familiar with the special requirements of the program. The Dean will inform the Program Director of admission to candidacy.

Upon admission to candidacy, all master's students must be enrolled full-time, unless an exception is approved by the Dean.

Policy Scope

Applies to all Master of Science and Master of Dental Science students.

Related Policies

None

Definitions

Faculty Committee. The student's faculty committee that was approved by the College.

Program Chair. The listed chair of the student's academic program.

Program Director. The listed director of the student's academic program.

Procedures

The student must:

1. Obtain the "Admission to Candidacy" form from the College website.
2. Obtain the signatures on the form student's Faculty Committee certifying that the student has successfully completed sufficient graduate courses and has demonstrated an ability to do graduate work of satisfactory character.
3. Submit the form and an academic transcript to the Program Chair or Director for approval.



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The Program Chair or Director will forward the packet to the College for approval.
The Dean will inform the Program Chair upon approval.

Exhibits / Appendices / Forms

The form may be obtained at <http://cghs.uthsc.edu>

Document History

Approved November 8, 2004 by Graduate Studies Council.
Revised administratively September 2, 2015 to accommodate website changes.
Revised by Graduate Studies Council October 27, 2015 to reflect project option.