

This form must be submitted prior to completing 15 credit hours of work toward the degree. Students who do not submit this form will have a registration hold placed on their account. Please type or print clearly in blue or black ink.

## STUDENT INFORMATION

NSHE ID: \_\_\_\_\_ DEPARTMENT / PROGRAM OF STUDY: \_\_\_\_\_  
 FIRST NAME: \_\_\_\_\_ LAST NAME: \_\_\_\_\_  
 REBELMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_  
 ADMIT TERM & YEAR: \_\_\_\_\_ DEGREE EMPHASIS (if applicable): \_\_\_\_\_

## COURSE REQUIREMENTS - List all core required courses and number of credits for each course.

PREFIX & NUMBER	# OF CREDITS	PREFIX & NUMBER	# OF CREDITS	PREFIX & NUMBER	# OF CREDITS	PREFIX & NUMBER	# OF CREDITS

# OF TOTAL CORE CREDITS (sum of credits listed above): \_\_\_\_\_

# OF NON-CORE CREDITS (electives, concentration requirements, culminating experience, etc.): \_\_\_\_\_

**TOTAL # OF REQUIRED CREDITS FOR DEGREE** (sum of two lines above): \_\_\_\_\_

## TRANSFER CREDITS

Are you requesting inclusion of graduate credits transferred from another regionally accredited institution?

☐ No ☐ Yes - If yes, you must submit Part B of this form.

## CULMINATING EXPERIENCE

☐ Thesis ☐ Dissertation ☐ Professional Paper  
☐ Examination ☐ Capstone ☐ Portfolio  
☐ Other (please specify): \_\_\_\_\_

## REQUIRED GRADUATE COLLEGE FORMS (Check all that apply)

☒ Proposed Degree Program ☐ Advancement to Doctoral Candidacy  
☐ Appointment of Advisory Committee ☐ Oral Defense Results  
☐ Prospectus Approval & Abstract ☐ Final Examination Results  
☐ Other (please specify): \_\_\_\_\_

## GRADUATE CATALOG & POLICIES

☐ I have read and understand all degree program requirements as outlined in my department's section of the UNLV Graduate Catalog (<http://catalog.unlv.edu>).  
☐ I have read and understand the academic policy sections of the UNLV Graduate Catalog.  
☐ I have read and understand the graduation guidelines and policies on the Graduate College website.

**STUDENT SIGNATURE** — By signing below, I certify all information included on this form (and Part B if applicable) to be accurate.

\_\_\_\_\_  
STUDENT SIGNATURE DATE

**APPROVAL SIGNATURES** - By signing below, I approve of this form (and Part B if applicable).

\_\_\_\_\_  
ADVISORY COMMITTEE CHAIR DATE

\_\_\_\_\_  
GRADUATE COORDINATOR DATE

\_\_\_\_\_  
DEPARTMENT CHAIR DATE

\_\_\_\_\_  
\*DEAN, ACADEMIC COLLEGE DATE

## GRADUATE COLLEGE USE ONLY

\_\_\_\_\_  
DEAN, GRADUATE COLLEGE DATE

\*Please consult the Forms page of the Graduate College website (<http://graduatecollege.unlv.edu/forms>) to determine if this signature is required for your program.

## Part B – Intended Transfer Credits

This portion of the Degree Plan Requirements Form is only required for students requesting inclusion of graduate credits transferred from another regionally accredited institution. This form is only valid if submitted with Part A.

### TRANSFER CREDIT POLICIES

- Not more than one-third of a student's degree program (not including the thesis, dissertation, or professional/scholarly paper) may be transferred from another university at the time admission is granted.
- Transfer credits are subject to departmental and Graduate College approval.
- Such work must be graduate level, graded (not pass fail or S/U), and must not be experimental or correspondence.
- Such work must have been taken at a regionally accredited institution
- Such work must have been completed with a grade of B or higher (B- is not acceptable).
- Sealed official transcripts covering the work must be sent directly from the issuing institution to the Graduate College; and the work must be posted to the student's permanent academic record.
- Courses used to fulfill requirements for one degree may not be used to reduce credit hour requirements in another degree program. If course credits were used toward another degree, they may not be counted toward this degree.
- The age of the transfer work under consideration, or the year taken, may also be a factor. Course work completed more than six calendar years before the term in which all degree requirements are met may not be used in the degree program. For students beginning a doctoral degree program without a master's degree must complete all requirements for the degree within eight years.

After admission, credits taken at another institution may be applied toward the degree if prior permission is obtained. For additional information, review the UNLV Graduate Catalog at: <http://catalog.unlv.edu> and see the Prior Approval of Transfer Credit form at: <http://graduatecollege.unlv.edu/forms>.

### TRANSFER CREDIT INFORMATION

NAME OF REGIONALLY ACCREDITED INSTITUTION	COURSE PREFIX & #	COURSE TITLE	TERM TYPE (Semester, trimester, quarter)	# OF CREDITS	GRADE	TERM	USED TOWARD A PREVIOUS DEGREE?

**TOTAL # OF REQUESTED TRANSFER CREDITS:** \_\_\_\_\_