

School Procedures of the University of North Texas Health Science Center	Chapter 15 – School Procedures Student Affairs, Education and Funding
<b>15.209 SBS – Courses Taken for Doctoral credit by Students Completing the Master’s Degree</b>	

Students completing the master’s degree at the University of North Texas Health Science Center (UNTHSC) who plan to continue work toward the doctorate degree are required to submit an application for admission to the School of Biomedical Sciences for the doctoral program. Those who wish to begin taking courses to be credited on the doctorate before receiving the master’s degree must declare this intention in the Office of Student and Academic Services at the time of registration for doctoral status, so that doctoral work may receive proper credits. Final acceptance of such work will not be granted until the student has secured full admission to a specific doctoral program of study.

**Application.**

Procedure applies to all students in the School of Biomedical Sciences.

**Definitions.**

None.

**Procedures and Responsibilities.**

1. Student notifies the Office of Student and Academic Services of need to count courses undertaken during MS program to the PhD program.  
Responsible Party: Student.
  
2. Notify registrar of courses to be applied to doctoral program.  
Responsible Party: Office of Student and Academic Services.
  
3. Apply courses to doctoral program.  
Responsible Party: Registrar.

**References and Cross-references.**

Approved: September 1993

Effective: September 1993

Revised: June, 2022