Graduate Curriculum Checklist
October 1, 2020

Graduate programs shall include the following language in their curriculum for programs and courses. (See Policy 510, Section 4.3). Information in parentheses is for reference purposes only and should not be included in the curriculum.

<u>Graduate Program Matriculation Requirements</u>

____ 1. Application for admission to graduate program with application fee by the established deadline. (See Policy 510 Section 4.4).

____ 2. Submit official transcripts from all universities attended.

____ 3. A bachelor's degree from a regionally accredited college/university, a nationally accredited program, or the international equivalent. (See Policy 510 Section 4.5 1)).

____ 4. A 3.0 cumulative undergraduate GPA or a 3.0 GPA calculated on the last 60 semester hours (90 quarter hours) of undergraduate work. (See Policy 510 Section 4.5 2)).

____ 5. For international students whose native language is not English, submit official TOEFL or IELTS band scores. A TOEFL score of 80 iBT (550 pBT) or higher, or an IELTS band score of 6.5 or higher within the past two years is required. (See Policy 510 Section 4.5 3)).

____ 6. International students must also meet all US government requirements for international students. (See Policy 510 Section 4.5 4)).

____ 7. The university uses a selective admissions process for admitting students to graduate programs. Meeting minimum admissions criteria does not guarantee admission to the graduate program or to the University as a graduate student. (See Policy 510 Section 4.1 and 4.6).

____ 8. Any additional or more stringent admissions criteria established by the graduate program in addition to the minimum required by the University (See Policy 510 Section 4.5 5)).

<u>Graduate Program Graduation Requirements</u>

____ 9. A minimum of (Insert number of credits required for degree/certificate) credit hours shall be completed. (See Policy 524 Section 4.3.1 and 4.3.2).

____ 10. Graduate coursework shall be completed within a six-year period (See Policy 524 Section 4.3.3).
(Note: Individual programs may require graduate coursework to be completed in fewer than six years).

____ 11. Credit for courses in which a student earns a grade of C- or lower shall not be applied toward any master's degree or graduate certificate program. (See Policy 524 Section 4.3.4).

(Note: Individual graduate programs may establish higher minimum grade requirements for individual courses).

_____   12. A cumulative grade-point average of 3.0 or higher shall be maintained in graduate program courses. (Policy 524 Section 4.3.4).
(Note: Individual programs may establish higher grade-point-average requirements).

_____   12. Graduate credits accepted from another regionally accredited institution or equivalent shall have been completed within four years of the graduate student's matriculation into the graduate program and cannot be older than six years at the time of graduation with a master's degree or graduate certificate from the University. (See Policy 524 Section 4.5.1).

_____   13. A minimum of (insert number of at least two-thirds) of graduate credit hours must be completed at Utah Valley University.
(Note: To be eligible to graduate with a master's degree or graduate certificate, a minimum of two-thirds of graduate program credit hours must be completed through the University. Individual graduate programs may require students to complete more than two-thirds of graduate program credit hours in their individual programs at the University. Individual graduate programs may establish more stringent transfer credit criteria. See Policy 524 Section 4.5.4).

Graduate Course Checklist

_____   14. Prerequisite(s) Admission to (insert name of graduate program) program.
(See Policy 524 Section 4.2.1).

_____   15. Prerequisites(s) ; or permission of graduate program director.
(See Policy 510 Section 4.9).

_____   16. Graduate course learning outcomes should normally be written at the upper levels of Bloom's Taxonomy: applying, analyzing, evaluating and creating.