Satisfactory Academic Progress - Graduate and Professional Students

Due to the wide variation in degree requirements for graduate and professional students, it is difficult to establish standards of satisfactory progress to fit all situations. Therefore, the following maximum time frames for completion of required course work for doctoral and masters degree candidates in the Graduate School and Peabody College are established for the receipt of Federal Title IV funds only and may be less than the maximum time permitted by Schools and Departments for degree completion.

The requirement for the number of hours to be earned for each time increment for Peabody and Graduate students is based on a minimum of six (6) hours per semester which should provide maximum flexibility to accommodate all variations of degree requirements, such as internships, practicums, and masters and doctoral research projects. Most students will earn the required number of credit hours at a faster rate than the minimum rate stipulated and will be eligible to continue receiving federal financial assistance while formally registered for dissertation or thesis research (zero credit hour) and required practicums and internships up to the maximum time specified for receipt of Federal Title IV funds. Students who are completing research "out of residence" will not normally be eligible for Title IV funds.

Maximum time frames for completion of degree requirements and minimum requirements for each annual increment for students in the Divinity School, Law School, Owen Graduate School of Management and Nursing School are based on criteria published in their catalogs.

Listed below are specific requirements of satisfactory academic progress established for the continued receipt of Title IV funds for graduate and professional students enrolled in the following schools:

**Graduate School**

**Type of Degree: Ph.D.**

- Number of Hours Required: 72
- Maximum Time Frame: 6 years to complete course work
- Academic Year:
  - Min. Cum. Hrs. to be Completed: 12 24 36 48 60 72
- Minimum GPA (4.0 Scale): 3.0 3.0 3.0 3.0 3.0 3.0

Note: Ph.D. students are allowed 4 years after passing Qualifying Examinations to complete all degree requirements. Students in this status are considered to be making satisfactory progress if officially registered. Students enrolled in the Clinical Psychology Ph.D. Program are required to take 12 additional hours of course work plus a 1 year internship.

**Type of Degree: Master of Arts/Master of Science/Master of Arts in Teaching (for secondary school teachers)**

- Number of Hours Required: 24 to 36
- Maximum Time Frame: 3 years to complete course work
- Academic Year:
  - Min. Cum. Hrs. to be Completed: 12 24 36
- Minimum GPA (4.0 Scale): 3.0 3.0 3.0

Note: Graduate School Regulations allow a student a maximum of six years to complete MA/MS degree requirements.

**Type of Degree: MD/Ph.D.**

Six to seven calendar years to complete degree. Must pass qualifying examination for the Ph.D. and present an acceptable dissertation. Students usually begin field-time study and research for the Ph.D. degree after the second year in Medical school and complete dissertation research before entering the third year of Medical study.

**Peabody College**

**Type of Degree: Doctor of Education (Ed. D.)**

- Number of Hours Required: 72 Hours course work plus 12 hours Research Tools courses
- Maximum Time Frame: 7 Years
- Academic Year:
  - Min. Cum. Hrs. to be Completed: 12 24 36 48 60 72 84
- Minimum GPA (4.0 Scale): 3.0 3.0 3.0 3.0 3.0 3.0 3.0
**Note:** The dissertation and all other requirements for the Ed.D. degree must be completed no later than five years after the semester in which the candidate passes the qualifying examinations and is admitted for candidacy for the degree.

**Type of Degree: Specialist in Education (Ed. S.)**

<table>
<thead>
<tr>
<th>Number of Hours Required:</th>
<th>60</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Time Frame:</td>
<td>5 Years</td>
</tr>
<tr>
<td>Academic Year</td>
<td>1 2 3 4 5</td>
</tr>
<tr>
<td>Min. Cum. Hrs. to be Completed</td>
<td>12 24 36 48 60</td>
</tr>
<tr>
<td>Minimum GPA (4.0 Scale)</td>
<td>3.0 3.0 3.0 3.0 3.0</td>
</tr>
</tbody>
</table>

**Note:** The Ed. S. Degree requires at least one year of study beyond the Master's Degree and includes an independent study project.

**Type of Degree: Master of Education (M. Ed.); Master of Public Policy (M.P.P.)**

<table>
<thead>
<tr>
<th>Number of Hours Required:</th>
<th>30 (48 hours in Human Development Counseling and 39 hours in Policy Development and Program Evaluation)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Time Frame:</td>
<td>3 Years (4 Years HDC)</td>
</tr>
<tr>
<td>Academic Year</td>
<td>1 2 3 4</td>
</tr>
<tr>
<td>Min. Cum. Hrs. to be Completed</td>
<td>12 24 36 48</td>
</tr>
<tr>
<td>Minimum GPA (4.0 Scale)</td>
<td>3.0 3.0 3.0 3.0 3.0 3.0</td>
</tr>
</tbody>
</table>

**Note:** All work credited for the Master's degree must be completed within a six year period.

**Type of Degree: Joint J.D./M.P.P.**

(See Law School listings)

**Divinity School**

**Type of Degree: Master of Divinity (M. Div.)**

<table>
<thead>
<tr>
<th>Number of Hours Required:</th>
<th>84</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Time Frame:</td>
<td>7 Years</td>
</tr>
<tr>
<td>Academic Year</td>
<td>1 2 3 4 5 6 7</td>
</tr>
<tr>
<td>Min. Cum. Hrs. to be Completed</td>
<td>12 24 36 48 60 72 84</td>
</tr>
<tr>
<td>Minimum GPA (4.0 Scale)</td>
<td>2.5 2.5 2.5 2.5 2.5 2.5 2.5</td>
</tr>
</tbody>
</table>

**Note:** Degree must be completed within 7 years of the semester of entrance.

**Type of Degree: Master of Theological Studies (M.T.S.)**

<table>
<thead>
<tr>
<th>Number of Hours Required:</th>
<th>51</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Time Frame:</td>
<td>5 Years</td>
</tr>
<tr>
<td>Academic Year</td>
<td>1 2 3 4 5</td>
</tr>
<tr>
<td>Min. Cum. Hrs. to be Completed</td>
<td>12 24 36 48 51</td>
</tr>
<tr>
<td>Minimum GPA (4.0 Scale)</td>
<td>2.5 2.5 2.5 2.5 2.5</td>
</tr>
</tbody>
</table>

**Note:** Degree must be completed within 5 years from term of matriculation.

**Type of Degree: Joint M. Div./J. D.**

<table>
<thead>
<tr>
<th>Number of Hours Required:</th>
<th>147</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Time Frame:</td>
<td>8 Years</td>
</tr>
<tr>
<td>Academic Year</td>
<td>1 2 3 4 5 6 7 8</td>
</tr>
<tr>
<td>Min. Cum. Hrs. to be Completed</td>
<td>18 36 54 72 90 108 126 147</td>
</tr>
<tr>
<td>Minimum GPA (4.0 Scale)</td>
<td>2.5 in Divinity/2.0 in Law</td>
</tr>
</tbody>
</table>

**Note:** Usually a five year program. (75 hours Law School and 72 hours Divinity School)

**Type of Degree: Joint M.T.S./J.D.**

<table>
<thead>
<tr>
<th>Number of Hours Required:</th>
<th>Approximately 122</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Time Frame:</td>
<td>7 Years</td>
</tr>
<tr>
<td>Academic Year</td>
<td>1 2 3 4 5 6 7</td>
</tr>
<tr>
<td>Min. Cum. Hrs. to be Completed</td>
<td>18 36 54 72 90 108 122</td>
</tr>
<tr>
<td>Minimum GPA (4.0 Scale)</td>
<td>2.5 in Divinity/2.0 in Law</td>
</tr>
</tbody>
</table>
Note: Degree is usually completed in four years. (77 hours Law School and 45 hours Divinity School)

School of Law

**Type of Degree: Doctor of Jurisprudence (J. D.)**
- Number of Hours Required: 88
- Maximum Time Frame: 5 Years
- Academic Year: 1 2 3 4 5
- Min. Cum. Hrs. to be Completed: 18 36 54 72 88
- Minimum GPA (4.0 Scale): 2.0 2.0 2.0 2.0 2.0

Note: Special permission from the Dean of the Law School is required to exceed the normal 3-year period of enrollment.

**Type of Degree: Joint J. D./M. B. A.**
- Number of Hours Required: 127
- Maximum Time Frame: 7 Years
- Academic Year: 1 2 3 4 5 6 7
- Min. Cum. Hrs. to be Completed: 18 36 54 72 90 108 127
- Minimum GPA (4.0 scale): 2.0 Owen/2.0 Law

Note: Special permission from the Dean of the Law School is required to exceed the normal 4-year period of enrollment.

**Type of Degree: Joint J. D./M. Div.**
(See M. Div./J. D. under Divinity School listing)

**Type of Degree: Joint J.D./M.P.P.**
- Number of Hours Required: Approximately 115
- Maximum Time Frame: 7 years
- Academic Year: 1 2 3 4 5 6 7
- Min. Cum. Hrs. to be Completed: 18 36 54 72 90 108 115
- Minimum GPA (4.0 Scale): 2.0 Law/3.0 M.P.P.

Note: Usually a 4 year program.

School of Nursing

**Type of Degree: Master of Science in Nursing (M.S.N.) (Direct Entry Option)**
- Number of Hours Required: 39 hours
- Maximum Time Frame: 3 Years
- Academic Year: 1 2 3
- Min. Cum. Hrs. to be Completed: 13 26 39
- Minimum GPA (4.0 scale): 3.0 3.0 3.0

**Type of Degree: Master of Science in Nursing (M.S.N.) (Bridge Entry Option)**
- Number of Hours Required: 85-86 total
- Maximum Time Frame: 5 Years
- Academic Year: 1 2 3 4 5
- Min. Cum. Hrs. to be Completed: 18 36 54 72 86
- Minimum GPA (4.0 scale): 3.0 3.0 3.0 3.0 3.0

Note: Students enter with 72 semester hours or 110 quarter hours of prerequisite courses completed. In the "Bridge" option, the student must earn 49 hours in the generalist nursing component with a minimum B average in each course. Students then progress to specialist nursing components and must complete 39 credit hours for a total of 88 credit hours in order to receive the M.S.N. degree. The maximum time allowed by the School of Nursing is 5 years of initial enrollment.

**Type of Degree: M.S.N./Ph.D.**
(See Graduate School listing for Ph.D.)

Owen Graduate School of Management
Type of Degree: Ph.D. (Offered through Graduate School)
(See Graduate School listing for Ph.D. requirements)

Type of Degree: Master of Business Administration (M.B.A.)
Number of Hours Required: 63
Maximum Time Frame: 3 Years
Academic Year
Min. Cum. Hrs. to be Completed
Minimum GPA (4.0 Scale) 2.0 2.0 2.0

Type of Degree: Joint J.D./M.B.A.
(See Law School Listing)

Type of Degree: Joint M.B.A./M.A. (Latin American Studies)
Number of Hours Required: 72
Maximum Time Frame: 3 Years
Academic Year
Min. Cum. Hrs. to be Completed
Minimum GPA (4.0 Scale) 2.0 Owen/3.0 CLAIS

Type of Degree: Joint M.B.A./M.S.N.
Number of Hours Required: 70
Maximum Time Frame: 4 Years
Academic Year
Min. Cum. Hrs. to be Completed
Minimum GPA (4.0 Scale) 2.0 Owen/3.0 Nursing

Note: Degrees are usually completed in five semesters and one summer of full time study.

Type of Degree: M.B.A./Ph.D.
(See Graduate School listing for Ph.D. requirements)

Type of Degree: Executive Master of Business Administration (EMBA)
Number of Hours Required: 20 courses for a total of 50 hours
Maximum Time Frame: 2 years
Academic Year
Min. Cum. Hrs. to be Completed
Minimum GPA (4.0 scale) 2.0 2.0

Probation Status for Graduate/Professional Students

Students who fall behind schedule in the cumulative number of required credit hours or fall below the stipulated GPA or who are placed on academic probation by their schools and are allowed to continue in an enrolled status will be eligible to receive Title IV funds for one additional semester or summer session on a probationary basis. If, at the end of the probationary semester, the student is still behind in the cumulative number of hours or GPA required for satisfactory progress as specified in this Manual, eligibility to receive Title IV funds will be suspended until the student is back in good academic standing and on schedule as required for satisfactory progress.

Satisfactory Academic Progress Appeal and Reinstatement Procedures for All Students

Any student whose Federal/State student aid is terminated due to unsatisfactory academic progress may submit an appeal for reinstatement of such assistance to the Office of Student Financial Aid. For undergraduate students, the appeal will be considered by the Director of Financial Aid or his/her designate, with the right for further appeal to the Associate Provost for Academic Affairs; for graduate and professional students, the appeal will be reviewed with the Dean of the appropriate school or his/her designated representative. If it is determined that the student's lack of academic progress was the result of illness, death in the family, or other exceptional or mitigating circumstances, eligibility for Federal/State student aid funds may be reinstated on a probationary basis by a financial aid officer.