

MEMO

Dean of  
Graduate Studies

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FROM Mary-Ellen Kelm, Acting Dean, Graduate Studies

RE GGR 1.7.6 Courses in Master's and Doctoral Programs  
[GS2011.26]

CC

DATE 12 June 2012

**GGR 1.7.6 Courses in Master's and Doctoral Programs**  
[GS2011.26]

At its meeting of 5 December 2011, SGSC reviewed and approved the revision to GGR 1.7.6 Courses in Master's and Doctoral Programs. The calendar language was approved by Senate on 9 January 2012. The calendar language was later edited at the SGSC meeting of 11 June 2012; SGSC is recommending the revised regulation to Senate.

This gives rise to the following motion:

**Motion:**

That Senate approves the changes to GGR 1.7.6 Courses in Master's and Doctoral Programs

**Effective Date is January 2013**

encl.

Senators wishing to consult a more detailed report of curriculum revisions may do so by going to DocuShare: <https://docushare.sfu.ca/dsweb/View/Collection-12682>  
If you are unable to access the information, please call 778-782-3168 or email [shelley\\_gair@sfu.ca](mailto:shelley_gair@sfu.ca).

## **Motion**

That SGSC approves the proposed changes in GGR 1.7.6 (Courses in Master's and Doctoral Programs).

## **Rationale**

Changes to GGR 1.7.6 were approved by Senate in January of 2012. The changes approved at that time were necessary to accommodate the laddering of credits (with limitations) from graduate certificate and diploma programs into graduate degrees. The changes proposed here are to accommodate the transfer of credits (with limitations) from an SFU graduate degree to a graduate certificate or diploma. The changes proposed here are necessary for two reasons. First, it moves existing language on the transfer of credits away from GGR 1.3.13. Second, it limits the amount of credit that can be transferred to 50%. This is based on the principle that a student may receive two credentials for work completed concurrently provided the amount of scholarly activity and courses taken are more extensive than either single credential, but less than the sum of the requirements for both credentials. This ensures that students will not automatically receive two credentials for merely completing their normal degree requirements.

## **Specific Changes**

- 1) The addition of criteria concerning the transfer of credits from a graduate degree to a graduate certificate or diploma.
- 2) Slight editorial changes to the language concerning transfer of credits from a graduate certificate or diploma to create appropriate parallelism with the aforementioned addition.

**From: GGR 1.7.6 Courses in Master's and Doctoral Programs**

The following rules apply to the minimum course work requirement.

One half of the minimum course work of the University or departmental degree requirements must be completed at this University.

None of the University minimum may be courses completed in order to qualify for admission.

None of the University minimum may be undergraduate courses.

A graduate student may apply to complete one or more courses at an equivalent post-secondary institution for credit towards a degree at Simon Fraser University under the following conditions.

- a) Such applications shall be made at least one month before the course/courses start and shall be approved by the student's supervisory committee and graduate program committee and be sent to the Dean of Graduate Studies for final approval.
- b) While completing a course/courses at an equivalent post-secondary institution under these provisions, the student shall maintain regular enrolment at this University, not enrolment on leave.
- c) Transfer credit is not used in the calculation of the cumulative grade point average.

A graduate student may apply to have credit for graduate courses completed prior to admission applied to the requirements for the degree, under the following conditions:

- a) Courses must have been completed within three years of starting the Simon Fraser University program.
- b) Courses may not have been used to earn another credential unless expressly specified and may not have been completed as part of a qualifying year.
- c) Graduate courses (or credits), which have been taken for a graduate diploma or a graduate certificate at SFU, may also be applied towards a graduate master's or doctoral degree provided that no more than 50% of the total course requirements for the degree are completed for advance credit. A minimum grade of B is required for any course for which advance credit is to be awarded.
- d) Application for advance credit must be made at the time of application for admission and must be approved by the graduate program committee and the dean of graduate studies.

**To: GGR 1.7.6 Courses in Master's and Doctoral Programs**

The following rules apply to the minimum course work requirement:

One half of the minimum course work of the University or departmental credential requirements must be completed at this University.

None of the University minimum may be courses completed in order to qualify for admission.

None of the University minimum may be undergraduate courses.

A graduate student may apply to complete one or more courses at another university for credit towards a credential at Simon Fraser University under the following conditions:

- a) Such applications shall be made at least one month before the course/courses start and shall be approved by the graduate program committee and be sent to the Dean of Graduate Studies for final approval.
- b) While completing course/courses at another university under these provisions, the student shall maintain normal enrolment at this University, not enrolment on leave.
- c) Transfer credit is not used in the calculation of the cumulative grade point average.

A graduate student may apply to have credit for graduate courses applied to the requirements of more than one credential under the following conditions:

- a) Courses must have been completed within three years of starting the Simon Fraser University program
- b) Courses may not have been used to earn another credential unless expressly specified and may not have been completed as part of a qualifying year
- c) Credit for graduate courses completed as part of a graduate diploma or graduate certificate may be applied to the requirements for a graduate degree to a maximum of 50 percent of overall degree course requirements.
- d) Credit for graduate courses completed as part of a graduate degree may be applied to the requirements for a graduate certificate or diploma to a maximum of 50 percent of the overall certificate or diploma course requirements.
- e) Application for advance credit must be approved by the graduate program committee and the dean of graduate studies.