

Process: Accelerated Graduate Degree Program (AGDP)

Campus: ALL

Level: Undergraduate

Revision Date: July 2025

Pre-Admission Steps:

A. Student

- a. Complete and submit an [online admission application](#) to the Accelerated graduate program they wish to pursue.
- b. Meet with the AGDP graduate advisor to complete an [Acknowledgement and Approval Form](#) through DocuSign.

B. Advisor

- a. Graduate advisor initiates the AGDP Acknowledgement and Approval Form through DocuSign. The advisor must identify the double-counted courses on this form (hereafter referred to as AGDP courses) and must also identify how the courses will be used toward the undergraduate degree on this form. The form must be signed by the graduate advisor and the student through the DocuSign system. If the student is doing a Plan A Thesis, the thesis advisor must also sign. The undergraduate advisor is an optional signature. The form will then go to Graduate Studies for final approval.

C. Graduate Studies

- a. The assigned designee in Graduate Studies will review the AGDP Acknowledgement and Approval Form along with the student's degree plan in the Degree Progress System to confirm that the AGDP courses will double-count.
- b. The approved form will be added to Perceptive Content and emailed to Applications Processing and Scholarships & Financial Aid with the student and the graduate advisor copied in on that message. The AGDP courses will also be added to a master spreadsheet.

D. Applications Processing

- a. Upon receipt of the completed online admission application, any other required materials and AGDP Acknowledgement and Approval Form, Admissions will forward the student file to the department for decision.
- b. Admissions will communicate the department decision to the applicant.
- c. When a student is admitted to an accelerated program, an accelerated admission and status will automatically be created in SAP and a registration hold will be automatically applied to the student's account to prevent any future registrations. The graduate orientation fee is required to be paid.
- d. The student's tuition rate should remain at the applicable undergraduate level until the student completes their undergraduate degree.

## Post-Admission Steps

### A. Student

- a. The student will receive an invitation from Graduate Studies to attend a virtual orientation (August or January) specifically for accelerated students.
- b. Upon admission, student will need to contact the Registrar to register. The Registrar's will use the AGDP Acknowledgement and Approval Form in Perceptive Content as approval to register the student for the AGDP courses along with any undergraduate-only courses for a maximum of 15 credits total in the semester.
- c. If the student needs to modify their list of AGDP courses (only allowed before the course(s) has begun), an advisor-initiated [amendment form](#), available on Graduate Studies website, must be done.

### B. Graduate Studies

- a. At the end of each semester, the assigned designee in Graduate Studies will review the grades of all AGDP courses. AGDP students who do not have a "B" average in their AGDP courses will be contacted by Graduate Studies, with the graduate advisor included, to see if a viable plan can be created for the student to earn a "B" average in their AGDP courses or if they should be removed from the AGDP. When a student is removed from an AGDP, Graduate Studies will take the following steps:
  - i. Registrar's will be notified and will drop the student from any future AGDP 600-level courses
  - ii. Admissions will be notified so they can process and update the record (deregister student from Registration tab, remove AGDP hold)
- b. Scholarships & Financial Aid and Student Account Services will be notified of the AGDP students that have applied to graduate that semester so the student's fee calc and financial aid can be updated.
- c. Registrars will be notified of the approved AGDP courses for the AGDP students that have applied to graduate that semester.

### C. Registrar

- a. If the AGDP student graduates from their undergraduate program, the assigned designee in Registrar's will add the Graduate Studies approved AGDP courses to the student's graduate record, remove AGDP hold, deactivate the AGDP student status and notifies Applications Processing.

### D. Applications Processing

- a. The assigned designee in Applications Processing will update the admission category.