



## Policy Directory

Responsible Division: Academic Affairs  
Responsible Office: Graduate Studies  
Issue/Revision Date: 12/01/2017

### **Policy Title: Second Master's Degree**

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Policy: *The Graduate School policy on Second Master's Degree* contains the policies and regulations of the Alcorn State University Office of Graduate Studies. This policy has been established by the Graduate Council to ensure consistent standards across Graduate programs.

#### **A Second Master's Degree from Alcorn State University**

Applicants holding a graduate degree in one area may earn a second master's degree in another area at Alcorn State University.

Students who already have a master's degree in an area from Alcorn State University may earn a second master's degree with fewer than the usual number of credits if the core courses in the first degree are the **same** for the second degree and are completed within the maximum time limit of six years. Including the core courses previously completed, all degree programs require at least 33 semester hours of credit. (Some programs will require more than a total of 33 semester hours.) If the core courses in the first master's degree are common to the second master's degree, retaking of the core examination is waived.

1. If core courses exceed the time limit, an Appeal must be presented to the department to make a determination regarding curriculum content or alternate core courses to replace core courses that have exceeded the time limit.
2. All candidates for a second master's degree must meet the following a. Must complete the requirements for one degree in full before any final admission decision is made concerning application toward the second degree, b. Meet all graduate admission requirements of Alcorn State University and the department, and c. Complete the application for a Second Master's Degree from Alcorn State University.
3. On the recommendation of the program advisor, students may transfer up to the following credits from the first master's into the second master's degree program.
  - For 30-33-semester-hour programs, no more than 9 approved hours.
  - For 36-60-semester-hour programs, no more than 12 approved hours.
  - A thesis completed for a previous degree cannot be used for a second master's degree.
  - Core courses common from the first master's degree to the second master's will be the limit allowed for transfer.

- The six-year time limit does not apply to courses from a previous master's degree used for transfer (core courses do not apply).

Courses allowed for transfer from the first master's degree must be graduate courses completed with a B, or better, providing the hours are in a related field of study for the second master's degree. Academic units may specify additional requirements depending on the length of the program, prerequisites for the individual student, and/or the nature of the first degree.

4. Second master's degrees are not allowed in the same program of study for students who earned their first master's degree at Alcorn State University or at any other university. The second master's degree must be based on: A different option from the first master's degree and a curriculum distinct from the first master's degree containing a minimum of 30 units of coursework different from those taken to earn the first master's degree.
5. Dual enrollment in different programs concurrently is not permitted. Thus, students may only be enrolled in one program of study at a time.
6. No Thesis or Research Project credits from the first master's degree can be used for the second master's degree.

#### **A Second Master's Degree When the First Degree Received from A Different University**

1. Students coming to the University with a master's degree from another accredited institution may receive a master's degree from the University in a different field.
2. For students who earned their first master's degree at another institution, no coursework may be repeated from the first program of study unless otherwise determined by the admitting department.
3. Only six transfer hours from the first program of study may be counted toward the second master's degree if the maximum time limit does not exceed six years on the coursework.
4. The student must submit a First Time Graduate application for admission.
5. The academic unit for the second master's must approve the transfer credits and they must be recorded on the student's program of study sheet.
6. Academic units may specify additional requirements depending on the length of the program, prerequisites for the individual student, and/or the nature of the first degree