POLICY RECOMMENDATION

Undergraduate Students Earning Graduate Credit

Whereas, University Policy S89-2 was developed to provide guidance on how 
undergraduate students may earn graduate credit while still an undergraduate student,
and

Whereas, University Policy S89-2 unnecessarily restricts SJSU undergraduate students 
from earning the number of graduate units permissible by Title 5 Section 40510 for 
transfer into a graduate program, therefore be it

Resolved, that S89-2 be rescinded effectively immediately and the new policy described 
below be approved.

Undergraduate students earning graduate credit

1. Students shall petition through their major advisor to take graduate level courses.

2. Students will have applied to graduate from their baccalaureate degree program 
prior to enrolling in graduate level courses.

3. Students shall meet the following criteria before enrolling in graduate level 
courses:
   a. No more than 30 units are needed to complete the baccalaureate degree at 
      San Jose State University;
   b. None of the courses to be taken for graduate credit is required for the 
      baccalaureate degree;
   c. A grade point average of 2.75 or better on all work completed in upper 
      division standing at San José State University;
   d. A maximum of 15 units is attempted in the semester in which the courses for 
      graduate credit are proposed.

4. Graduate credit will appear on the student's official transcript, but that credit does 
   not imply admission to any graduate degree program.

5. The student may not elect to take letter-graded graduate courses as CR/NC 
   when graduate credit is requested.

6. If a student is admitted to a graduate degree program, the maximum graduate 
   credit earned through the process described herein is limited to 30% of the total
units of the master’s degree and must be approved by the appropriate program authority.

Approved: 12/2/2019

Vote: 9-0-0

Present: Thalia Anagnos, Marc d’Alarcao, Tabitha Hart, Anoop Kaur, Paul Lombardi, Cara Maffini, Anand Ramasubramanian, Winifred Schultz-Krohn, and Brandon White

Absent: Susana Khavul, Kelly Masegian, Raquel Coehlo, and Pam Stacks

Workload Impact: None anticipated

Financial Impact: None anticipated