



## Ohio Administrative Code

### Rule 3359-60-06.3 Master's degree requirements.

Effective: December 21, 2025

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(A) Admission. An applicant must possess at least a baccalaureate degree from an accredited college or university for admission to a graduate certificate program. A student who is academically qualified in general but deficient in course preparation may be required to remedy the deficiencies through undergraduate coursework either simultaneous with or prior to beginning graduate work or.

(B) Enrollment. A student may meet the degree requirements of the graduate school and the program through either full- or part-time study. No formal continuous enrollment is required by the graduate school for the master's degree. Individual master's programs, however, may require continuous enrollment. A student should consult with their academic program. "Full-time study" is defined as a minimum of nine semester credits during the academic year and a minimum of two credits in the combined summer session.

(C) Time limit. All requirements must be completed within six years after beginning graduate-level coursework for the master's degree at the university of Akron or elsewhere. Extension of up to one year may be granted in unusual circumstances by the dean of the graduate school upon written request by the student and recommendation by the adviser, department head, and college dean.

(D) Credits.

(1) A minimum of thirty semester credits of graduate work is required in all master's degree programs, including thesis research credits if a thesis is required. Some degree programs require more credits (see program requirements). A minimum of two-thirds of the total graduate credits required for the master's degree must be completed at the university. Workshop credits must be relevant to the degree program, recommended by the student's adviser and approved by the dean of the graduate school.

(2) No graduate credit may be received for five-hundred-numbered courses previously taken at the four-hundred-number course level as an undergraduate without advance approval from the dean of



the graduate school.

(E) Transfer credits.

(1) Up to one-third of the total graduate credits required may be transferred from an accredited college or university, including the university of Akron. Departments and colleges may set more restrictive limits. All transfer credit must be at the "A" or "B" level in graduate courses. The credits must be relevant to the student's program as determined by the student's academic program and fall within the six-year time limit. A university of Akron student must receive prior approval from their academic program for transfer courses taken elsewhere to meet the requirements for the master's degree. A block transfer of credit may be granted if the student holds a prior graduate degree from an accredited college or university, including the university of Akron. A block transfer of credit does not apply to the student's six-year time limit for degree completion.

(2) A student seeking to transfer credits must have full admission.

(F) Optional department requirements. Each degree program may set special requirements regarding entrance examinations, qualifying examinations, foreign language, required courses and thesis. Details are available from each program.

(G) Graduation.

(1) To be cleared for graduation, a candidate must have:

(a) Completed the academic program requirements with a minimum grade-point average of at least 3.00.

(b) Filed an online application for graduation with the registrar.

(c) Settled any and all outstanding financial obligations with the university.

(d) Met any other department and university requirements applicable.



(2) If a thesis is required, a final online submission, properly prepared, is due in the graduate school at least three weeks prior to commencement. A manual titled "Guidelines for Preparing a Thesis or Dissertation" is available online and the thesis must conform to these instructions.