

## MATRICULATED DISTINGUISH POLICY

### (Policy to Distinguish Between Undergraduate and Graduate Educational Experiences in Student Records)

Undergraduate and graduate educational experiences are distinct and need to be clearly delineated in student records, therefore:

Students admitted to an **undergraduate program** will:

- ✦ Have all academic records stored in an undergraduate account;
- ✦ Apply all courses taken (whether graduate level or undergraduate level) to their undergraduate degree and undergraduate GPA;
- ✦ Be charged at the undergraduate rate for tuition and fees;
- ✦ Be subject to all undergraduate academic policies and procedures.

Students admitted to a **graduate program** will:

- ✦ Have all academic records stored in a graduate account;
- ✦ Be charged for all courses (graduate or undergraduate) at the graduate rate for tuition and fees;
- ✦ Apply all courses to the graduate GPA;
- ✦ Be subject to all graduate academic policies and procedures;

Undergraduate courses taken by graduate students cannot be used to fulfill degree requirements.\*

Credits from graduate level courses taken while an undergraduate student (whether taken at Rowan or other accredited university) may transfer and be used toward the graduate degree if approved by the program, but the grade associated with the courses will not transfer and will not impact the Rowan Graduate GPA.

\*Except in rare and compelling circumstances beyond the control of the student, where the student may apply a maximum of three semester hours of upper level undergraduate coursework toward the graduate program semester hour requirement with the prior approval of the program advisor, department chairperson, dean, and Director of The Graduate School.