

Request for Doctoral Student to add a Secondary Master's Degree Program

Or Master's Student to add a Doctoral Degree Program

This form should be completed when a doctoral student wishes to add a secondary Master's Degree Program with the primary doctoral curriculum. Permission from the doctoral program (and master's program, if different) is required. Students must completely fulfill requirements for both degrees and cannot double count courses or non-course requirements (e.g. residency, proposal, exams, etc.). Following submission and processing through OGAPS, the student will be allowed to file both degree plans through DPSS. The following are circumstances where this request may be considered (**please select one option below**):

- When a department wants to allow a doctoral student to add a secondary master's degree program in the same major, and the student will complete the master's along the way:** The department should submit this form to OGAPS. Once approval has been granted by OGAPS, the student should log in at <http://ogsdps.tamu.edu> and create a degree plan for the secondary master's degree. In cases where the master's degree is in the same major as the doctoral degree, and requires a thesis, a petition may be necessary to ensure research hours are assigned as desired. Please consult with your graduate advisor or OGAPS for guidance on reallocating research hours.
- On rare occasions where a department wants to allow a doctoral student to add a secondary master's degree program in a different major, and possibly different department:** The primary department of the doctoral degree should submit this form to OGAPS. Heads of both departments will be required to sign this form. Once approval has been granted by OGAPS, the student should log in at <http://ogsdps.tamu.edu> and create degree plan for the secondary master's degree program.
- When a student is in a master's program and the department wants to move the currently enrolled student to a doctoral program in the same major, and the student will complete the master's along the way:** The department should submit this form to OGAPS. Upon approval, the doctoral program will be the primary degree program, and the master's program will be the secondary degree program. Any degree plan already approved will be voided. Once approval has been granted by OGAPS, the student should log in at <http://ogsdps.tamu.edu> and create new degree plans for both the master's and doctoral degree programs. In some cases a petition may be necessary to ensure research hours are assigned as desired. Please consult with your graduate advisor or OGAPS for guidance on reallocating research hours.

In all instances, the form should be submitted by the doctoral department.

Student Name: _____ UIN: _____

Doctoral Degree: Ph.D. D.En. Ed.D. Dr. P.H.

Department of Doctoral Program: _____ Doctoral Major: _____

Master's Degree: Master of Science Master of Arts Other (e.g. MEd, MEngr, MLA, MRE): _____

Master's Option (if applicable): Thesis Option Non-Thesis Option

Department of Master's Program: _____ Master's Major: _____

Expected date of graduation for master's degree: _____



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Student Name

Will doctoral department allow filing of 64-hour doctoral degree plan with completion of master's? Yes No

Stipulations from Doctoral Program (optional):

Stipulations from Master's Program (optional):

Student Signature:

Date

If no committee is in place for either program, only Department Head signature is required for that program.

Doctoral Program Signatures

Approval Recommended:

Master's Program Signatures (if in a different major)

Approval Recommended:

Chair: Date

Chair: Date

Member: Date

Member: Date

Member: Date

Member: Date

Member: Date

Member: Date

Member: Date

Member: Date

Department Head or Intercollegiate Faculty Chair Date

Department Head or Intercollegiate Faculty Chair Date