TEXAS TECH UNIVERSITY
Graduate School

Master's Degree Plan and Admission to Candidacy

After admission to a degree program, every applicant for the Master's degree is required to complete and submit one copy of this form to the Graduate School for approval before the second semester of enrollment in the program. This document should be submitted by the advisor via the Graduate School Sharepoint.

Student R#: _____ **Full legal name:** _____ **Date:** _____

Mailing street address: _____ **Zip Code:** _____

Degree sought (MA, MS, etc.): _____ **Expected Graduation Term:** _____

Major: _____ **Minor (if declared):** _____

Concentration: _____ **Do you intend to also pursue TTU PhD?** _____

Previous Degree(s)	**Institution**	**Year Awarded**

☐ **Non-Thesis**
☐ **Thesis (Complete committee and thesis title sections below, unless graduating with a "Report" option.**

Thesis Committee: _____

Thesis Title: _____

Coursework

This section of the Degree Plan form should list all courses to be attributed to the student's degree. Please provide the TTU Course prefix and number, and the credit hours of these courses, especially for courses with variable credit hours, such as 6000, 7000, 8000 but courses numbers like: 5093 or 6051

Major and Minor Coursework	Leveling or Tools (if required)	Transfer Institution	Transfer Course	TTU Equivalent

*Transfer coursework should be submitted to Sharepoint via the Transfer Coursework Request Form. This helps us to identify and process transfer coursework requests in an organized way. Please indicate AT LEAST the TTU course equivalents that will be transferred for this student. Note: No more than 6 hours may be transferred on a Master's program, and 30 hours on a PhD program. Grades below a B or taken as Pass/Fail will NOT be accepted for transfer work.

_____ _____

Signature of Graduate Advisor for the Major Department | Signature of Graduate Advisor for the Minor Department (if declared)

_____ _____

Graduate Dean | Date

Approved ☐ **Conditional Approval** ☐ **Not Approved** ☐

Remarks or conditions of approval:

Approval of this form by the Dean of the Graduate School merely indicates that the proposed program is acceptable; it carries no assurance of the applicant's attainment of a degree. Changes to this program may be made only with the approval of the department concerned and the Graduate School, using the forms available in the Graduate School Sharepoint portal. Conditions for approval

Please submit this document to the Graduate School Enrollment Services Sharepoint portal or to the Sharepoint contact of your department for processing.

For additional information or assistance, please contact the graduate school at: em_gradschool@ttu.edu or (806) 742-2787