

SCHOOL OF COMMUNICATION COMBINED BACHELOR'S/MASTER'S PROGRAM POLICIES TERMS OF AGREEMENT

I, _____, understand as a student in a combined bachelor's/master's program that I must follow all rules stipulated in the American University Academic Rules and Regulations for Graduate Students (referred to as "[Graduate Academic Regulations](#)"), and the policies of my undergraduate and/or graduate academic unit (collectively referred to as "Combined Bachelor's/Master's policies"). These policies include, but are not limited to:

1. Students with a cumulative 3.50 grade point average (GPA) or higher receive automatic admission into the Bachelor's/Master's program. Students with a GPA below 3.50 are welcome to apply to the program.
2. Prior to admission to a combined Bachelor's/Master's program, a student must devise a Plan of Study with their undergraduate advisor, which details the required undergraduate coursework, including which credit will be shared between the bachelor's and master's degrees. Changes to the agreed upon Plan of Study must be submitted on a new form.
3. Most BA/MA programs typically share two courses (6 credits) between undergraduate and graduate degrees, but this varies by program. Courses must be taken at the graduate level (500-level and above) and must meet degree requirements for each degree, as stipulated in the Graduate Academic Regulations. Limits on credit sharing are detailed in the Graduate Academic Regulations. Credits at the graduate level may only be shared if:
 - a. They satisfy major requirements for the bachelor's degree, or
 - b. They satisfy free electives for the bachelor's degree. However, all available undergraduate and transfer credits must be used to satisfy free electives before using graduate credits. Students who complete their bachelor's degree with over 120 credits may be limited in the number of graduate credits shared through free electives.
4. Students must have a cumulative undergraduate GPA of 3.0 or higher when completing their undergraduate degree to share all credits in the Plan of Study. Only graduate courses with grades of B (3.0) or higher will be allowed to be shared.
5. Students on financial aid must speak with a Financial Aid advisor on all Bachelor's/Master's program financial aid questions as graduate course registration may impact their financial aid package.
6. Once all undergraduate requirements have been satisfied, a student must:
 - a. Register for graduate courses during priority registration for graduate students the semester they will graduate with a bachelor's degree
 - b. Graduate from the bachelor's degree program, and
 - c. Become a graduate student the semester following graduation from the bachelor's program (excluding summer sessions).

I understand that the above information are only highlights from the University's policies that are relevant to the combined Bachelor's/Master's program. I agree to consult with the Graduate Academic Regulations and any additional policies from my academic unit for complete information on the combined Bachelor's/Master's degree program. I understand that exceptions to the Graduate Academic Regulations may only be approved by the Vice Provost of Research and Dean of Graduate Studies or by the Associate Dean as stipulated by the Graduate Academic Regulations. Any oral or written advice from other American University faculty or staff members that is contrary to these aforementioned policies do not supersede these rules.

SCHOOL OF COMMUNICATION BACHELOR'S/MASTER'S COURSE PLANNING SHEET

Student Name:	Graduate Academic Program of Interest and max shared credits:	
_____	_____	
AU ID:	Anticipated Entry into MA program (after BA graduation):	
_____	_____	
Home School and Undergraduate Major:	<u>Maximum 6 shared credits:</u>	<u>Maximum 12 shared credits:</u>
_____	-Journalism & Public Affairs	-Film & Media Arts
	-Media, Technology, & Democracy	-Film & Media Production
Anticipated Graduation Date:	or	-Game Design
_____	-Strategic Communication	-Games & Interactive Media
		or
		-Political Communication

Step 1: The MA program I am applying for allows _____ shared credits. I have _____ credits that are available to use in my undergraduate degree. *This may differ from the maximum shared credits allowed in my program.*

I have identified, with my undergraduate advisor, the following courses [Course #s, Titles & anticipated semesters] that meet both BA & MA requirements. *I understand courses are not guaranteed.*

Step 2: Meet with an SOC graduate advisor to verify courses that are eligible for sharing in the master's degree program. *Depending on your program, SOC Graduate Advising may recommend additional courses.*

Student:	Date:
_____	_____
Home School Undergraduate Advisor:	Date:
_____	_____
SOC Graduate Advisor	Date:
_____	_____

This Terms of Agreement and Planning Sheet must be submitted as a supplemental item for the graduate application to the Bachelor's/Master's program at SOC. You will upload the BA/MA Advising Agreement to your application portal. Students are advised to keep a copy of this form for their records.