Co-Terminal Faculty Handbook

Overview
Co-terminal degrees allow IIT students to simultaneously complete both an undergraduate and graduate degree (Bachelor’s degree and Master’s degree).

Co-terminal degrees provide an opportunity for students to gain greater knowledge in specialized areas while completing a smaller number of credit hours with increased scheduling flexibility than the completion of two degrees separately. Because most co-terminal degrees allow students to share course credit (a maximum of 9 credit hours), students may complete both a Bachelor’s and Master’s degree in as few as five years.

Co-terminal students maintain their undergraduate student status while completing graduate coursework, and can maintain financial aid eligibility when applicable.

Applying
Students applying to co-terminal studies must have completed at least 60 credit hours of undergraduate study and a least one full-semester at IIT. Applicants must be at least one semester (12 credit hours) away from undergraduate graduation in order to apply. Students may not apply to the co-terminal program during the final semester of their undergraduate degree.

Co-terminal applications are coordinated through the IIT Office of Graduate Admission. Graduate Admissions creates and enforces application deadlines for the co-terminal program, which may be found here: http://admissions.iit.edu/graduate/apply/application-deadlines. The fall application deadline is May 1st, and the spring application deadline is November 1st. Students should meet with their prospective co-terminal adviser to draft a proposed plan of study before beginning the application process; this information is required in the co-terminal application.

Students apply for the co-terminal degree through the MyIIT Graduate Admissions channel, located on the Academics tab:
Co-Terminal Student Application Process

Graduate Admission

Graduate Admissions receives application and prepares it for departmental review

Graduate Admissions notifies student of admission

Graduate Academic Affairs

Graduate Academic Affairs updates student status to reflect co-terminal degree

Graduate Academic Affairs holds information session and distributes Co-Terminal Handbook

Graduate Academic Affairs approves graduate degree plan

Student

Student expresses interest in co-terminal studies. NOTE: Student must have completed 60 credit hours and 1 semester at IIT, and may not be in final semester of undergraduate degree.

Student completes co-terminal application through MyIIT Graduate Admission portal

During first semester of co-terminal enrollment, student submits graduate degree plan

Co-terminal adviser approves graduate degree plan

Academic Department

Co-terminal adviser meets with student to discuss proposed degree plan

Departmental graduate admission committee reviews application and admits student

Graduate department chair approves degree plan
**Academic Planning**

Co-terminal students must submit a formal Plan of Study (Form G401/406) no later than the last day of their **first semester of enrollment** in the co-terminal program. The degree plan must be approved by the co-terminal adviser, academic department, and the Office of Graduate Academic Affairs. Failure to comply with this requirement will result in the student’s dismissal from co-terminal study. Co-terminal students may submit their Plan of Study using the university’s Graduate Degree Works system, located in the myIIT portal ([https://my.iit.edu](https://my.iit.edu)).

Co-terminal students may share up to 9 credit hours between their undergraduate and graduate degree programs; however, please consult your program’s approved G802 New Co-Terminal Degree form for information on shared credit limits and specifications.

**Academic Standing**

Co-terminal students must complete all degree requirements within six years of their undergraduate matriculation. All graduate degree requirements must be completed within 12 months of the undergraduate degree requirements.

Co-terminal students who do not earn at least a 2.0 cumulative GPA, a 1.85 term GPA, a 2.0 major GPA, or who do not maintain satisfactory academic progress are placed on undergraduate academic probation. Co-terminal students who are placed on undergraduate academic probation will be dismissed from the co-terminal program.

Graduate academic standing review will be initiated when a co-terminal student completes nine hours of graduate or shared coursework. In order to remain in good academic standing on the graduate level, co-terminal students must maintain a cumulative GPA of 3.0/4.0 for their graduate coursework. Students who achieve a graduate cumulative GPA of less than 3.0/4.0 will be placed on graduate academic probation and may be dismissed in a future semester.

A student dismissed from co-terminal degree status may still complete the undergraduate degree following the academic rules of undergraduate study.

**Degree Conferral**

Co-terminal degrees are awarded simultaneously, and students may not receive their first degree before the requirements of the second degree are satisfied. In such cases, the conferral of the first degree will be held until the completion of the second degree.

**Contact Information**

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### Co-Terminal Course of Study

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#### Undergraduate Coursework

1. **Admission**
2. **Degree Program**
3. **Co-Terminal Coursework**

#### Graduate Coursework

1. **Admission**
2. **Degree Program**

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**Note:**
- UP TO 6 YEARS OF STUDY ALLOWED
- Students are eligible to apply for co-terminal programs.