

Policy Number: 301

Subject/Title: Conditional Admission to Doctoral Programs

Effective Date: Fall 2012

Policy Statement: Applicants to a Doctoral program, except for “direct admits from a Bachelor’s degree to the PhD program” are expected to hold a Master’s degree in the relevant discipline. Applicants with a prior Master’s degree but with deficits, (i.e., no MPH or lack of Master’s level discipline courses for a PhD) may be admitted with the conditions of completing required leveling courses. DrPH students must have previous evidence of, or UTHealth SPH course credit hours must include, all five MPH core courses.

Once a student has completed the required leveling courses listed in the admissions letter, with a grade of at least a ‘B,’ the conditions will be removed from the student’s record. Conditions must be met prior to the Preliminary Examination. Students who fail to complete the conditions will be discontinued from the program. Leveling courses appear on the transcript, but no credit hours for the leveling courses are applied toward the doctoral degree program. Credit hours toward a Doctoral degree program’s graduation requirements begin to accrue at the time of unconditional admission to and enrollment into the degree program.

Reason for Policy: To ensure consistent practices regarding interpretation of conditional admission to Doctoral programs and credit-hour treatment of leveling courses.

Definitions: N/A

Scope and Audience: All UTHealth SPH Doctoral students admitted with the conditions of completing required leveling courses.

Responsibilities and Procedures: N/A

Related Policies, Forms and Information:

Related Policy: [UTHealth SPH Policy 302, Direct Admission from a Bachelor’s Degree to the PhD Program](#) (click Policies tab)

Form to complete: [Petition for Lifting Conditional Admission Form](#) (submitted to the Admissions Committee)

History: Approved by Academic Council: February 21, 2012
Approved by UTHealth SPH Executive Council: April 19, 2012

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