

recommendation. A student who does not qualify at this time has the responsibility for initiating the procedure in the Office of the Dean, School of Graduate Studies, when he has removed deficiencies.

6. Satisfactory completion of the foreign language requirement for those programs having such a requirement. (See departmental *Foreign Language Requirement*.)
7. Completion at Fresno State College of at least 9 units of the proposed program with a 3.0 average on all completed work appearing on the program.
8. As soon as possible after the completion of steps 1 through 7, submission to the Office of the Dean, School of Graduate Studies, of a properly signed petition for advancement to candidacy, including a departmentally approved contract program of graduate study for the master's degree.

#### PROGRAM REQUIREMENTS

(See *Course Numbering System*)

The program requirements for the master of arts and master of science degrees assume substantial undergraduate preparation in the field. See school and department statements in this catalog or in the *Graduate Bulletin* for particulars. A student lacking this preparation will find it necessary to exceed the minimum requirements indicated below. (Consult departments for MBA, MSW, and MCRP minima.)

The contract program for the master's degree is a coherent pattern of (1) courses specified for an approved field of concentration and (2) additional courses selected to meet the student's particular needs. It consists of at least 30 units completed after the bachelor's degree and within seven years just preceding the granting of the master's degree. Only graduate courses (200 series) and such upper division courses (100 series) as are recommended by the schools or departments and approved by the Graduate Council are acceptable on the unit requirement. Only in individual cases and subject to departmental approval, may 300 series courses be applied toward unit requirements of master's degree programs. Other courses are counted in calculating the student's study load, but cannot be counted toward the unit requirement for the master's degree. The total contract program must include the following:

1. At least 24 units of the program must be Fresno State College residence credit, 6 units of which must have been taken on the Fresno campus prior to enrolling for the thesis or project or for a seminar alternative to the thesis.
2. Of the 30 units for the degree, not more than 6 units may consist of any combination of approved student teaching, extension courses, or transfer credit. Student teaching credit is not ordinarily used on master's degree programs. In unusual circumstances, if student teaching is demonstrably appropriate to a program, up to 3 units of such work may be approved by the Graduate Council. Credit by examination may be used to fulfill prerequisites, but may not apply toward the 30 units. Extension credit is not regularly used on master's degree programs; special cases, however, may be ruled upon by the appropriate college authorities. Transfer extension and correspondence credit may be used toward a master's degree only if the institution offering the work would use it on a comparable master's degree program and if it is judged by appropriate college authorities to be particularly relevant to the individual student's program.
3. With approval of departmental graduate adviser, post-baccalaureate credit allowed for work taken in the semester or summer in which the baccalaureate degree is granted may be applied toward a master's degree, if it meets master's degree criteria in all respects. See *Post-Baccalaureate Credit*.