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**Policy: Applicants for a Higher-Level CHP Degree Who Already Hold a CHP Degree or Certificate in the Same Discipline**

**Number: 01.00.08**

**Approval Date: Not Available**

**Revision Dates:**

**Section: Academic Affairs**

**Area:**

**Subject: Applications for Higher-Level CHP Degrees**

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**POLICY**

Minimum Criteria: The following conditions apply to applicants who have completed a certificate or an associate's degree in a CHP discipline and want to complete the next highest award (i.e., the associate's or the baccalaureate degree) in the same discipline.

1. If a degree plan for the next highest award was filed while the student was enrolled in the initial program, the student must complete the remaining requirements within the time limits specified in the degree plan, forward official transcripts which verify the completion of all requirements, file an application for graduation, and pay the graduation fee.
2. If a degree plan was not filed, or if one was filed but requirements were not completed within the specified time limits, the former CHP student must apply for admission to the program which offers the next highest degree award. Upon acceptance, the student must complete a degree plan in accordance with the degree requirements stated in the catalog in force at the time of the most recent admission. To ensure that these students will have knowledge and skills comparable to those with whom they graduate, the admitting department evaluates each applicant's level of knowledge and clinical competence. In addition to catalog requirements, current standards for the profession will be used to determine if any core curriculum, science, or professional courses are necessary. The degree plan will include these additional requirements. Upon completion of all requirements specified in the degree plan, the student must arrange for official transcripts, file an application for graduation, and pay the graduation fee.

**APPROVAL**

Information about the original approval of this policy is not available.