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**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 Doctor of Philosophy (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 Master of Public Health (MPH) or lack of master’s-level discipline courses for a PhD) may be admitted with the conditions of completing required leveling courses. Doctor of Public Health (DrPH) students must have previous evidence of, or UTHealth Houston School of Public Health course credit hours must include, all six 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.

**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 Houston School of Public Health doctoral students admitted with the conditions of completing required leveling courses.

**Responsibilities and Procedures:** N/A

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**Related Policies, Forms and Information:** N/A

- [UTHealth Houston SPH Policy 302, Direct Admission from a Bachelor’s Degree to the PhD Program](#)

**History:**

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

**Responsible Office/Contact Information:**

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