

## Seeking More than One Certificate or Degree

A graduate (nondoctoral) student can be enrolled in only one graduate program at a time.

Graduate (nondoctoral) students seeking more than one certificate or degree after having completed a program should note that graduate credits earned toward:

1. A degree at any institution may not be used to satisfy the requirements of another graduate program.
2. A degree earned at the College of Professional Studies may be used to satisfy the requirements of a graduate certificate with a cap of 50% of the required credits of a graduate certificate, if the contents are determined to be applicable per the program director and if the credits were earned within seven years of pursuit of the certificate.
  - a. If the same course is required in the degree and certificate programs and the student has exceeded the maximum number of credits that can be applied in the certificate program, they may request a course substitution to be permitted to take another course instead of repeating the course.
3. With specified exception, a certificate earned at CPS may be used to satisfy the requirements of a graduate degree, if the contents are determined to be applicable per the program director and if the credits were earned within seven years of pursuit of the degree.
4. A certificate earned at CPS may be used to satisfy the requirements of a second certificate with a cap of one course of no more than 4 credits, if the contents are determined to be applicable per the program director and if the credits were earned within seven years of pursuit of the certificate.
  - a. If the same course is required in both certificate programs and the student has exceeded the maximum number of credits that can be applied in the second certificate program, the student will request a course waiver to be permitted to take another course instead of repeating the course. See Course Waiver (<https://catalog.northeastern.edu/graduate/professional-studies/academic-policies-procedures/registration-and-taking-courses/#text>) section.
5. A certificate earned at another accredited institution may be accepted as transfer credits to satisfy the requirements of a graduate degree with a cap of four 3-credit courses or three 4-credit courses (no more than 12 credits), if the contents are determined to be applicable per the program director and if the credits were earned within seven years of pursuit of the degree.

A graduate (nondoctoral) degree student who wishes to pursue a graduate certificate concurrently may seek admission in the certificate program by the end of their first term of matriculation in the degree program. Courses that satisfy requirements for both the degree and certificate will count for each.

- When the certificate is identical to a concentration in a degree program, only the certificate credential will be earned. The student's transcript will not indicate completion of a concentration.