Admission to Candidacy

Students seeking a doctoral degree at UTSA must be admitted to candidacy. In order to be admitted to candidacy, the student must comply with the following requirements:

1. Fulfill the requirements for unconditional admission as a graduate degree-seeking student, which entails the removal of any conditions assigned at the time of admission.
2. Satisfy any special admission requirements established for the degree program.
3. Be in good standing.
4. Pass a qualifying examination (written, oral, or both) prepared by the Graduate Program Committee and meet any other requirements specified by the Graduate Program Committee for the specific degree program.
5. Submit a proposed program of study.
6. Upon satisfying the above requirements, be recommended for admission to candidacy by the appropriate Graduate Program Committee, which in the case of interdisciplinary programs is a committee appointed by the Graduate School, consisting of no fewer than five members of the Graduate Faculty, with at least one representative from each of the disciplines included in the program.
7. Having satisfied the above requirements, be approved for admission to candidacy by the academic College and the Dean of the Graduate School.

Earning a Master’s Degree During Course of Doctoral Program

While in a doctoral program, a student may earn a master’s degree provided the following conditions are satisfied:

1. A student must be admitted to candidacy.
2. A student is eligible to receive a master’s degree upon completion of University-wide requirements and any additional degree requirements specific to the program.
3. The Doctoral Studies Committee, Department Chair, and the Graduate Associate Dean of the College must recommend the student for the degree.
4. The student must apply for graduation by the published deadline the semester prior to awarding the doctoral degree.
5. All required coursework in the doctoral program at the time of admission to candidacy must have been taken within the previous six years.

If the master’s degree requires a thesis, the degree cannot be awarded on the basis of the doctoral qualifying examination. Furthermore, the Graduate School will not approve for an additional master’s degree in the same field in which an individual has previously received a master’s degree.