

Steps in Approving Transfer Credits for PhD Program Courses

At times, students enter the program with previous graduate level coursework from other universities. The student and program faculty must review all transfer classes to ensure they meet standards, and the following steps will be used in the process. This applies to courses not taught at UT Tyler.

Courses for which a student seeks transfer credit must:

1. Have been taken at a regionally accredited institution.
2. Have been taken at the graduate level and include advanced content with the exception of history and systems which can be taken at the UG level.
3. Have been taught by faculty instructors who have obtained Doctoral Degrees in a mental health related field.
4. Have been taken within 5 years of the student's date of matriculation at UT Tyler
5. Have received a grade of B or better.
6. Meet the Discipline-Specific Knowledge or Profession-Wide Competency required content mastery assigned to the course in our curriculum.
7. Have been taken in-person or in a blended format, NOT fully online.
8. Syllabus must be reviewed by program faculty at UT Tyler with expertise in that domain.
9. Formally petition by completing the transfer form to the Clinical Psychology Program Committee (CPPC)

Steps for Thesis Approval from External Universities

1. Student requests thesis review (email to DCT or formal petition)
2. Submission of thesis document to Advisor and DCT
3. Review by Advisor
4. Review by DCT
5. Review by 2 non-clinical faculty (methods, statistics, or content area)
6. Approval or Denial of Transfer
7. Approval sent to OGS for transfer (PSYC 5394 and PSYC 5395).

Guidelines

1. Must be an empirical study with reported data collection and analysis.
2. Must focus on a psychological topic or aspect relevant to psychology.
3. Method and design must meet review for rigor and statistical analysis must be consistent with thesis projects in the department.
4. Must be defended in an oral presentation and thesis credit provided by the institution.
5. Must include a literature review, methods, results, and discussion.