

## **The University of the West Indies**

### **School for Graduate Studies and Research**

#### **Procedures for Transitioning from Post-Graduate Diplomas to Masters Programmes**

The Credit Range for Post-Graduate Diplomas at the University of the West Indies is 20-25 Credits. The Credit Range for Taught Masters Programmes is 35-45 Credits. For purposes of illustration, we will consider a situation in which 22 Credits are required for the Diploma and 40 Credits are required for the Masters.

- Persons admitted directly into the Masters must take the 22 credits required for the Diploma plus an additional 18 credits from compulsory courses, for a total of 40 credits required for the Masters.
- Persons admitted initially into the Diploma and wishing to transition into the Masters without being awarded the Diploma must complete the 22 credits required for the Diploma plus the additional 18 credits from compulsory courses, as was the case for direct entry into the Masters.
- To manage the issue of double counting of credits towards two different certifications awarded, persons who have completed and been awarded the Diploma, and who apply for admission to the Masters within a 5-year period of award of the Diploma, will not be exempted from more than 50% of the credits required for the Masters on the basis of credits earned in the Diploma. In the present case, the student could be exempted from up to 20 credits (i.e. 50% of the 40 credits required for the Masters). Eighteen credits would come from the compulsory courses required for the Masters, and the student would therefore require a minimum of 2 credits from Elective Courses to meet the 40 credits required for the Masters. In a situation where the Diploma required 20 credits and the Masters 42 credits, a student, having completed the Diploma, would need no additional credits from Elective courses to meet the Masters requirements. However, in a situation where the Diploma required 24 credits and the Masters an additional 12 credits for a total of 36 credits, the student could only be exempted from 18 of the credits required for the Masters (50%) on the basis of credits earned in the Diploma, and would therefore be required to complete the 12 compulsory courses required for the Masters plus 6 credits from Elective courses to meet the 36 credits required for the Masters.
- Persons who have completed and been awarded the Diploma and who apply for admission to the Masters after the 5-year period following award of the Diploma, will be treated on a case by case basis, but the expectation is that they may be exempt from fewer credits than those taking the Masters within the 5-year period following award of the Diploma, based on an assessment of whether courses taken in the Diploma have remained current.

Any programme whose design would be in breach of the regulation of no more than 50% of the credits required for a Masters being exempted on the basis of credits earned in the Diploma, may make a case for this and seek a waiver from the Board for Graduate Studies and Research.