Co-Terminal Program Application Tips

General Information
- The Co-Terminal program will allow Rensselaer undergraduates to pursue a master’s degree while completing their bachelor's degree, earning both in five years.
- Rensselaer financial aid is extended for a 9th and 10th semester.*
- The two degrees may be in the same or different academic disciplines.
- Students must apply before the end of the first semester of their senior year; it is strongly recommended that students begin talking with the undergraduate advisor by the junior year.

Application Requirements
- Applicants must have 90 credits (101 credits for Architecture students)
- Completed application (find Co-Terminal Application on the Rensselaer Graduate Admissions website)
- 3.0 GPA minimum- many departments have a higher GPA requirement
- CAPP Report
- 4th & 5th Year Planner
- Graduate Plan of Study
- Many departments have additional requirements that can be found on the Co-Terminal Requirements page (on the Rensselaer Graduate Admissions website). They may include:
  - GRE
  - Letters of Recommendation
  - Resume
  - Statement of Purpose

Application Process
1. Meet with undergraduate advisor.
2. Meet with graduate program contact person (found on the Co-Terminal Requirements page).
3. Submit application with ALL signatures (undergraduate advisor, graduate advisor, graduate program director) to the graduate department you plan on applying to.
4. Graduate department will submit approved application to the Office of Graduate Education.
5. Follow up with graduate department in regards to the status of the application and any changes that need to be made.
6. Office of Graduate Education gives approval, and application is passed on to the Office of Graduate Admissions. You will be notified by Graduate Admissions of your acceptance into the Co-Terminal program.

Pay attention to
- Matching Plan of Study and Planner- the graduate courses listed on the Plan of Study should be EXACTLY the same as those listed on the Planner. This means that the course number, course name, and semester that it is going to be taken should match. If a student decides to change a course on the Plan of Study, it must also be changed on the Planner.
- Academic load- graduate students are limited to 15 credits per semester. When a student is taking both graduate and undergraduate courses in a semester, occasionally a slightly higher load may be approved under special circumstances, but generally students should stay within this credit limit.
• **Undergraduate credits** - graduate credits are typically always accounted for, but sometimes the Planner is missing undergraduate credits. This could be because transfer credits have not been applied appropriately or credits already on the CAPP report/transcript are being applied to the graduate degree. Check closely to make sure that all requirements for the undergraduate degree are also being met.

• **Financial Aid** - if accepted into the Co-Terminal program, students will receive 10 semesters of Rensselaer Financial Aid. Students may be receiving state/federal aid that may not carry over into the 9th and 10th semesters, so it’s important to have a clear understanding of exactly what the financial aid package looks like for the final year. The Rensselaer Financial Aid Office is a great resource, and students are encouraged to set up a meeting with a representative from that office prior to applying.

**FAQs**

• **Does the Rensselaer Medal carry over? What about the rest of my Financial Aid?** All Rensselaer Financial Aid, including the Rensselaer Medal, will carry over into the fifth year.*

• **Can I apply to the Co-Terminal program if I have gone on Co-Op?** Yes. While you are still considered a full-time Rensselaer student while on co-op, you are not using your Rensselaer aid. If accepted into the program, you have 10 full semesters of Rensselaer Financial Aid.*

• **Can I take courses during the summer?** Yes, but Rensselaer Financial Aid is not available for summer courses because there is a reduced tuition rate during the summer. Students may choose to use Federal Financial Aid for summer courses, but this may impact the overall availability of federal aid. If this is something that students are interested in, they should set up a meeting with a representative from the Rensselaer Financial Aid Office to discuss any financial implications.

• **Can I walk with my class at graduation if I am in the Co-Terminal program?** Yes, Co-Terminal students are permitted to walk at graduation so long as they meet specific requirements set forth by the Registrar’s Office. However, it is essential that interested students petition to walk and submit the proper paperwork for approval. If this is something that you might be interested in, be sure to share this with your advisor at the start of the application process so that your Planner and Plan of Study can be designed accordingly.

• **What if I cannot finish the program within 10 semesters?** Students who are not able to finish the program within 10 semesters should contact their department and request an extension. This request will need to be sent to the Office of Graduate Education for approval. It is very important to plan ahead and follow Planner/Plan of Study to prevent this from happening.

**Important Resources**

- Undergraduate Advisor
- Graduate Department (find contact information on the Co-Terminal Requirements page on the Rensselaer Graduate Admissions website)
- Office of Graduate Admissions
- Office of Graduate Education (Casey Sheridan, sheric2@rpi.edu)
- Rensselaer Office of Financial Aid
- Current Co-Terminal students (contact department for this information)

---

*Co-Terminal applicants should contact Rensselaer’s Office of Financial Aid to determine the amount of financial aid they can expect for the Co-Terminal master’s degree program.*