

Undergraduate to Graduate Cross-Registration

Fast Track Option

This option is only available to students who matriculate at Charter Oak beginning Fall 2024 in the following majors: Business Administration, Healthcare Administration, Health Information Management, Human Resources Management and Organizational Leadership.

Fast-Track programs offer Charter Oak students the opportunity to earn a master's degree while at Charter Oak in as little as one year after receiving their bachelor's degree by completing four graduate courses at the undergraduate level.

Undergraduate Charter Oak students can identify as part of the Fast-Track program by meeting with their respective academic advisor and following the Fast-Track academic advising plan in select undergraduate programs. Fast-Track undergraduate students must have a minimum undergraduate Charter Oak GPA of 3.0 and have earned at least 90 credits towards their bachelor's degree prior to taking their first graduate course. If eligible, students must complete the "Undergraduate to Graduate Cross-Registration Form".

Only one graduate course can be taken in each 8-week term. The graduate courses taken at the undergraduate level can only be internally transferred to the student's graduate record if the students earn a final grade of B- or higher.

Students in accelerated Fast-Track programs may not use Credit for Prior Learning towards graduate credits.

**For undergraduate business students pursuing a Fast-Track MS Organizational Leadership degree, the courses must be OEL 501, OEL 520, OEL 525, and OEL 530. Follow your advising plan to see how these courses will meet your undergraduate requirements.*

**For undergraduate Health Care Administration students pursuing a Fast-Track MS Health Care Administration degree, the courses must be HCA 505, HCA 510, HCA 610, and HCA 620. Follow your advising plan to see how these courses will meet your undergraduate requirements*

**For undergraduate Health Information Management students pursuing a Fast-Track MS Health Informatics degree, the courses must be HIF 530, HIF 540, HIF 535, and HIF 615. Follow your advising path to see how these courses will meet your undergraduate requirements.*

Cross Registration Option

Undergraduate Charter Oak students not in the Fast-Track path described above can still choose to enroll in graduate courses by completing the "Undergraduate to Graduate Cross-Registration Form". Undergraduate students must have a minimum undergraduate Charter Oak GPA of 3.0 and have earned at least 90 credits towards their bachelor's degree.

Students who are granted permission to enroll will be limited to taking up to four (4) graduate courses that will be applied as upper-level elective credits on their undergraduate record. Only one graduate course can be taken in each 8-week term. If an undergraduate student decides to later enroll in the graduate program at Charter Oak, the graduate course(s) taken at the undergraduate level can only be internally transferred to the student's graduate record if the students earn a final grade of B- or higher.

Students looking to cross register in undergraduate and graduate courses should speak with their respective academic advisor. Together, you will select the best courses to meet the academic requirements for your undergraduate and graduate degrees.

Cross Registration at Public Institutions of Higher Education

Charter Oak State College does not participate in the public institution cross registration process. The request for reciprocity can only be processed through the 12 state community colleges and four state universities.