

FACULTY SENATE ISSUE FORM
Date Submitted: 10/07/2021
Title of Issue (a short descriptive title by which the issue may be referenced)
Re-Validation of Graduate Credit
Description of Issue: The proposed revision clarifies that only graded coursework (i.e. content-based credits) requires re-validation after eight years. Research coursework (i.e. research, thesis, and dissertation credits) does not need to be revalidated.
Rational for Submission: Competencies in research-based coursework (i.e. research, thesis, and dissertation credits) do not need to be revalidated since they are captured in the culminating project (i.e. capstone, thesis, or dissertation).
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Department: Academic Affairs
Date: 10/07/2021
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For Faculty Senate Use Only
Assigned to Committee:
Date Assigned:

Re-Validation of Out-of-Date Graduate Credit

Graded coursework granted outside the eight-year time limit established for graduate degrees or certificates must be re-validated by an examination before the work can be applied toward the requirements of a degree program. Courses identified as research, thesis, or dissertation that were graded pass/fail do not require re-validation.

To be re-validated, the work must have been completed at Old Dominion University or be acceptable as transfer credit in lieu of an Old Dominion University course.

The following procedure shall be used to re-validate out-of-date work:

1. The student must receive the permission of his or her graduate program director and the chair of the department/school or dean of the college in which the course is offered to re-validate the course credit. For courses older than ten years, the additional permission of the dean or his or her designee is required, or in the event that the dean or his or her designee represents the second level of approval, the additional permission of the provost or his or her designee is required. The form for re-validation of out-of-date credit shall be used to record all transactions and must be submitted to the Office of the University Registrar upon completion of re-validation of work.
2. The graduate program director, department/school chair, or dean shall make appropriate referrals to faculty member(s) (an individual or a committee) teaching the course to request that an examination be prepared and evaluated. Before the examination, the faculty member(s) shall inform the student of the area of knowledge or course content on which he or she is to be examined.
3. After the examination has been completed, the re-validation form shall be filled out, signed by the examining faculty member(s), and forwarded to the dean of the academic college or his or her designee for approval, or in the event that the dean or his or her designee represents the second level of approval, the provost or his or her designee for approval.
4. Copies of the completed form shall be sent to the student, the graduate program director, and the university registrar.
5. Re-validation for any given course can be sought only once.