



Concurrent Master's Degree in another Discipline en route to the PhD

Doctoral students enrolled at Duke University can pursue one master's degree en route to the PhD, without paying for an additional 30 units of graduate credit. This includes master's degrees in the same department as the PhD, or in a different department. Note that PhD students who wish to receive a second master's degree en route to the PhD will be charged tuition for the additional 30 course credits required. For those interested in pursuing a concurrent master's in another discipline en route to the PhD, such degrees will only be awarded after their final doctoral term. Note that students who fail to complete their PhDs, but wish to receive the concurrent master's in another discipline nonetheless, will be charged tuition for the master's degree. There is a two-part application process.

Concurrent Master's Application, Part 1:

1. After successful completion of the preliminary examination, students download and complete the Graduate School's PDF fillable Intent to pursue a Concurrent Master's Degree in another Discipline en route to PhD Form.
2. This application of intent includes a rationale for the intellectual relationship between the two programs and two letters of recommendation from Duke faculty, one from each department supporting the relationship between the Doctoral and Master's program for which the applicant is applying.
3. The printed completed form, with the required, original approval signatures and all supporting documentation, must be submitted to The Graduate School for review by the Associate Dean of Academic Affairs.
4. Students will receive notification of the review outcome from The Graduate School, and, if approved, the application of intent will be saved in the official student record for final review when students submit part two of the application in their graduating semester.

Concurrent Master's Application, Part 2:

1. In the semester in which students expect to graduate from the PhD program, they download and complete the Graduate School's PDF fillable Concurrent Master's Degree in another Discipline Application Form.
2. A copy of a transcript highlighting the courses to be counted towards the master's that equal to 30 credits must accompany the form.
3. The printed completed form, with the required, original approval signatures and all supporting documentation, must be submitted to The Graduate School – Associate Dean of Academic Affairs for final review **at least 30 days before the graduation deadline dates.**
4. Students will receive notification by email of final approval, and they must apply to graduate as master's students as well as PhD students in their respective programs through the Apply to Graduate portal in Duke Hub.



Part 1: Intent to Pursue a Concurrent Master's Degree in another Discipline en route to the PhD

Name of Candidate: _____ **Student ID:** _____

PhD Department: _____

Master's Department: _____

Current Term/Year: _____ **Expected PhD Graduation Term/Year:** _____

Local Mailing Address: _____

E-mail Address: _____

Name of PhD Advisor: _____

Dissertation Title or Topic: _____

Attach to This Application:

- Rationale for the intellectual relationship between the two programs
- Two Recommendation letters (one from each department) speaking to the relationship between proposed programs

I understand that approval of this intent to pursue a master's degree in another discipline en route to the PhD does not guarantee receipt of that master's degree, and, in the semester in which I expect to graduate with the PhD degree, I must submit an application and transcript to The Graduate School before receiving final approval. Furthermore, if I complete the requirements, this master's degree would be awarded simultaneously with a PhD degree. If I do not complete the PhD, but wish to receive the master's nonetheless, I understand that I will be charged tuition for the master's degree.

Student Signature: _____

Approved:

(Signature) Director of Graduate Studies
PhD Department or Program

(Signature) Director of Graduate Studies
Master's Department or Program

(Print Name)

(Print Name)

(Signature) Associate Dean for Academic Affairs,
The Graduate School

(Date)



**Part 2: Application to Earn a Concurrent Master's Degree in
another Discipline en route to the PhD**

Name of Candidate: _____ **Student ID:** _____

PhD Department: _____

Master's Department: _____

Expected PhD Graduation Term/Year: _____

Local Mailing Address: _____

E-mail Address: _____

Name of PhD Advisor: _____

Dissertation Title or Topic: _____

Attach to This Application:

- Duke transcript highlighting the courses to be counted towards the master's that equal to 30 credits.

I understand that, if approved, this master's degree would be awarded simultaneously in the graduation term with a PhD degree. If I do not complete the PhD, but wish to receive the master's nonetheless, I understand that I will be charged tuition for the master's degree.

Student Signature: _____

Approved:

(Signature) Director of Graduate Studies
PhD Department or Program

(Signature) Director of Graduate Studies
Master's Department or Program

(Print Name)

(Print Name)

(Signature) Associate Dean for Academic Affairs,
The Graduate School

(Date)