

DEGREE PLAN

Subject: Degree plan

Effective Date: 8/2006

Scope: All Faculty, Staff, and Students of the Graduate Department

Date Reviewed/Revised: 12/2025

Next Scheduled Review Date: 12/2027

Responsible Office:
Department of Graduate Studies

Responsible Executive: Dean, Cizik School of Nursing

I. POLICY AND GENERAL STATEMENT

The Doctor of Nursing Practice (DNP) Program requires all students to maintain an approved degree plan to ensure timely progression toward degree completion and compliance with university, accreditation, and licensure requirements. The degree plan serves as the official approved program of study outlining required coursework, clinical experiences, and milestones necessary for graduation.

Upon admission to the program, the Doctor of Nursing Practice (DNP) student and the faculty advisor complete and sign a degree plan. The degree plan is filed in the DNP office and Office of Student Affairs.

II. DEFINITIONS

Degree Plan: An official, faculty-approved document that outlines the required coursework, clinical experiences, and academic milestones a student must complete to fulfill Doctor of Nursing Practice (DNP) program requirements and qualify for graduation.

ePlanner: The university-designated electronic system used to document, submit, review, and approve a student's degree plan and to track academic progression.

Faculty Advisor: A designated DNP faculty member responsible for guiding the student in academic planning, reviewing degree plans for accuracy and compliance, and approving the degree plan prior to course enrollment.

Academic Hold: An administrative restriction placed on a student's record that may limit registration or progression until specific program or university requirements, including degree plan approval, are satisfied.

III. PROCEDURE

A. Degree Plan Development and Approval

1. Upon admission to the Doctor of Nursing Practice (DNP) Program, the student is provided a standardized degree plan by the DNP Office.

2. The DNP student and the assigned faculty advisor review, complete, and sign the degree plan.
3. The approved degree plan is filed in the DNP Office and the Office of Student Affairs.

B. Degree Plan Adherence and Revisions

1. The student is expected to follow the approved degree plan throughout enrollment in the program.
2. Any changes to the degree plan must be discussed with and approved by the faculty advisor prior to implementation.
3. Upon approval, the revised degree plan must be signed by both the student and the faculty advisor.
4. The faculty advisor submits the signed, revised degree plan to the DNP Office.
5. The DNP Office forwards the revised degree plan to the Office of Student Affairs for official recordkeeping.

C. Electronic Degree Plan Documentation and Academic Holds

1. The student is responsible for entering the approved degree plan into the myUTH Electronic Planner (ePlanner).
2. The student must update the ePlanner to reflect any subsequently approved degree plan revisions.
3. The faculty advisor will review and approve the ePlanner.
4. Upon faculty advisor approval of the ePlanner, any related academic hold will be released from the student's record.

D. Program-Specific Requirements

1. Students enrolled in the BSN–DNP Nurse Anesthesia track must adhere to Policy D8103 and any additional program-specific degree planning requirements.

IV. CONTACTS

List the phone number and email/web address of the office and/or person who is the subject matter expert on this policy and can answer questions regarding application and interpretation of the policy.

Contact	Telephone	Email/Web Address
DNP Program Director		https://nursing.uth.edu/about/administration