Coursework Guidelines  
Th.D. Program

1. Twelve courses are required. The normal load is three courses per semester. All courses must be taken for a letter grade.  
   a. At least six courses must be related to the student’s primary concentration.  
   b. At least three courses must be related to the student’s secondary concentration.

2. All students must take the Th.D. core seminar in their first semester (XTIANTHE 950). This seminar may count as one of the primary or one of the secondary concentration courses.

3. Students normally take courses at the 800 or 900 level, which are designed for doctoral students. With approval of the instructor and matriculation committee, they may enroll in courses at the 700 level on the condition that requirements be adjusted to a level appropriate to doctoral study, though the course number will not change. Or, with approval, a topics course can be made in 900-level, if within DDS. All courses must be taken for a letter grade.

4. Students must maintain a cumulative grade point average of 3.0. A student who falls below this level may be dismissed from the program.

5. Students may normally take no more than three courses in schools or departments outside of Duke Divinity School. These courses must be congruent with the student’s general program of study.  
   a. A student taking an overload (more than 3 classes for credit) should inform THD director.  
   b. Students may audit courses or take undergraduate courses that do not give graduate course credit (examples include recreational classes or foreign languages) both while they are in coursework and continuation.  
   c. Students may take courses for credit while in continuation only with approval so tuition can be adjusted. They should inform the THD director at registration.

6. Students may transfer in a maximum of three courses taken prior to matriculation if the following conditions are met:  
   a. These courses must have been taken after receiving the M.Div., MTS, or other degree that qualified the student for application to the Th.D. program.  
   b. These courses may not have been used to complete a previous degree.  
   c. These courses must have been offered at an appropriate graduate level (normally at an ATS accredited school), and they should be congruent with the student’s program of study in the Th.D.  
   d. Decisions on transfer of courses must be confirmed around first-year registration into the Th.D. at Duke Divinity School.

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e. If students transfer in the maximum of three courses, their required full-time enrollment (and any corresponding tuition award) will be reduced by one semester.