

UNIVERSITY POLICIES & PROCEDURES

POLICY NAME: GRADUATE ENROLLMENT	TEMPORARY REVIEW NUMBER: NA
CLASSIFICATION: ACADEMIC AFFAIRS	SUPERSEDES: NA
AUTHOR: DEAN, COLLEGE OF GRADUATE STUDIES AND RESEARCH	LAST REVIEW: NA
AUTHORITY: DEAN, COLLEGE OF GRADUATE STUDIES AND RESEARCH AND GRADUATE STUDIES SUB-MEET AND CONFER	NEXT REVIEW: SEPTEMBER 2016
APPLICATION: <ul style="list-style-type: none"> o Undergraduate only ▪ Graduate only o All University 	EFFECTIVE DATE: AUGUST 15, 2006
DISTRIBUTION (IDENTIFY AUDIENCE/PUBLICATION): UNIVERSITY POLICY AND PROCEDURES WEB SITE	CUSTODIAN OF POLICY: VICE PRESIDENT FOR ACADEMIC AND STUDENT AFFAIRS

BACKGROUND:

Graduate Students have historically lingered at MSU, often pushing the upper end of time to completion. In addition, students who are not enrolled in courses but are planning and working, at least “off the books,” on the degree program continue to secure library privileges and services, IT services, and access to the faculty. This policy is intended to have students pay for these services and to provide a minimal penalty for not completing degree programs in timely fashion.

POLICY:

Commencing with the Fall 2006 semester, all graduate students who have completed all the coursework and credit hour requirements for their degree program but who have not completed the appropriate capstone experience and wish to continue to have access to university faculty, services and resources must register for at least one credit each semester they wish to use university resources and/or facilities. Students should consult their program coordinator and/or academic advisor for directions on how to enroll for the 1 credit hour requirement.

In all circumstances, students must enroll for at least one graduate credit during the semester or summer session they complete their capstone project and wish to graduate.

PROCEDURES:

Students will be advised within their programs, new and continuing students will be notified by the College of Graduate Studies and Research, and students who are submitting theses and applied projects or graduation applications will have their transcripts audited to ensure that they are in compliance with the policy.