GRADUATE

Graduate Programs

The College of Liberal Arts and Sciences (called the College or CLAS) is KU’s largest academic unit with more than 50 departments and programs. Graduate programs in the liberal arts and sciences include disciplines in the arts, humanities, social and behavioral sciences, and natural and mathematical sciences, as well as many interdisciplinary degree programs where disciplines come together to offer students a unique graduate experience. Each graduate program’s page contains program-specific information about admission, course curriculum, and advising.

The College’s participation in graduate education reflects a long and distinguished commitment to higher learning and research across the liberal arts and sciences. The College takes full advantage of KU’s role as an international research institution to ensure that the knowledge imparted to students is current and that they learn the skills of inquiry and critical evaluation. Graduate students are central to the research and teaching missions of the College. They are also the next generation of scholars, artists, and skilled professionals who will make contributions to our communities and the production of knowledge for many years to come.

Graduate Degrees in the College

The College offers Doctor of Philosophy (Ph.D.) degrees in 38 fields, including 2 fields within the School of the Arts. Master of Arts (M.A.) or Master of Science (M.S.) degrees can be earned in more than 40 disciplines and the Master of Fine Arts (M.F.A.) degree is offered in creative writing, visual art, and theatre design with a concentration in scenography. Professional degrees are offered at the master’s level in the Master of Public Administration (M.P.A.) program and the Professional Science Master’s (PSM) program.

The College also offers fast track Master’s degrees and 4+1 options. These include:

- Classics BA/MA
- English BA/MA
- Philosophy BA/MA
- Environmental Studies BS/PSM

It is the students’ responsibility to comply with all requirements for the degree programs in which they plan to participate. These include the university requirements for graduate study at KU outlined in the College and Graduate Studies sections of the KU Policy Library, the University Senate Rules and Regulations, the Graduate Studies sections of the online catalog, as well as the requirements of the College outlined in this catalog section. Additionally, students are responsible for understanding the requirements that are unique to individual graduate programs outlined in the graduate handbooks of individual academic units and the Departments & Programs sections of the online catalog. In general, the student is subject to the regulations in force at the time of matriculation as a degree-seeking student. If degree requirements change, the student may opt to follow the new requirements or to continue under the regulations in force at the time of admission. Any student readmitted 10 years or more after his or her initial term as a degree-seeking student must fulfill the requirements in effect on the date of readmission to the graduate program.
• MA in Foreign Affairs Studies (FAS) MA, Russian Eastern European, and Eurasian Studies

• MA in Foreign Affairs Studies (FAS) MA, Middle East and North Africa

For students whose academic and professional goals can best be achieved through investigations at the interface of 2 or more disciplines, the College offers master's and doctoral degree programs in Interdisciplinary Studies. Please see the policy governing graduate degrees in the Interdisciplinary Studies section of the online catalog.

The College currently offers 26 Graduate Certificates, with more certificate programs in development.

View the College's Departments & Programs section of the online catalog for more information on specific fields of study.

**KU Edwards Campus Graduate Programs**

Students who would like to complete a graduate degree in the Kansas City area may choose from 3 College graduate degrees and 7 graduate certificates that are offered on the **KU Edwards Campus** in Overland Park. Information about program requirements, facilities, tuition, and fees is available on the Edwards Campus website. Residents of Kansas City metro area counties admitted as degree-seeking students to one of these programs may qualify for the MetroKC tuition rate for Edwards Campus courses. For more information, contact the College's Graduate Advisor at the Edwards Campus at (913) 897-8510.

The following graduate degrees are offered on the Edwards Campus:

• **Master of Arts, Communication Studies**, MA

• **Master of Public Administration**, MPA

• **Professional Science Masters in Environmental Assessment**, PSM

The following graduate certificates are offered on the Edwards Campus:

• City and County Management

• Environmental Assessment

• Global and International Studies

• Performance Management

• Professional Workplace Communication
Degree Requirements

Requirements for the completion of master's and doctoral degrees in the College are governed by department- or program-specific policy, College policies and procedures, Graduate Studies policies, and the University Senate Rules and Regulations.

Information on degree requirements presented in this section is limited to the most frequently consulted policies and key milestones in the graduate career. Students will find additional information under the KU Policy Library, the Graduate Studies and College's graduate regulations sections of the online catalog, the academic unit's handbook, and the University of Kansas Rules and Regulations.

Master's Degree Requirements

Coursework

Coursework requirements for the Master's degree are established and tracked by the department or program, and their completion verified and approved by the College. Please consult with your advisor, the academic unit's graduate handbook, and the relevant Departments & Programs section of the online catalog for further information on specific courses or course sequences required for the degree.

Thesis

Master's students complete either a thesis or an equivalent enrollment in research, independent investigation, or seminar. Students earning a master's thesis degree must have completed at least 1 hour of thesis enrollment. General rules for the preparation of a thesis are available on the Graduate Studies website.

Final Examination

A final general examination in the major subject is required for MA and MS degrees. The examination, which may be oral, written, or both, is held during the semester of the student's final enrollment in coursework and, in the case of thesis students, when the thesis has been substantially completed. All master's exam dates must be approved in advance by the College. See also Master's Degree Requirements and M.A. and M.S. Degrees in the Graduate Studies section of the online catalog.

Doctor of Philosophy Degree Requirements

Coursework

Coursework requirements for the doctoral degree are established and tracked by the
department or program, and their completion verified and approved by the College. Please consult with your advisor, the academic unit’s graduate handbook, and the relevant Departments & Programs section of the online catalog for further information on specific courses or course sequences required for the degree.

Research Skills and Responsible Scholarship
Graduate Studies requires that all doctoral students meet the Research Skills and Responsible Scholarship requirement before proceeding to the Comprehensive Exam. Specific requirements are determined by each department or program in consultation with Graduate Studies. Information on these requirements is contained in the department or program’s approved research skills requirement plan. Consult with your advisor and the Departments & Programs section of the online catalog for further information.

Residency
Two semesters, which may include one summer session, must be spent in full-time resident study at KU. The College requires that residency be fulfilled before the comprehensive oral examination is scheduled. For more information on residency requirements, please see the Graduate Studies section of the online catalog.

Comprehensive Oral Examination
The comprehensive oral examination covers the major field and any additional content for which the academic unit wishes to hold the student responsible. The examination is expected to be broader than a mere defense of the dissertation proposal. Exam dates must be approved in advance by the College.

The student must be enrolled the semester or summer session in which he or she completes the comprehensive oral examination. This enrollment may count toward the post-comprehensive enrollment requirements as described in Graduate Studies’ Doctoral Candidacy policy. If more than 5 years elapses between the completion of the comprehensive exam and degree completion, the student may be required to retake the exam.

More information about comprehensive exam requirements may be found in the Graduate Studies section of the online catalog.

Dissertation and Final Exam
Completion of the dissertation is the culminating phase of a doctoral program, marked by the final oral examination and defense of the dissertation. In all but the rarest cases, tentative approval of the dissertation is followed promptly by the final oral examination.
Exam dates must be approved in advance by the College. Refer to the Graduate Studies section of the online catalog for further information on the regulations governing the final oral examination, including committee composition and attendance regulations.

Guidelines for preparing and submitting the final copies of the dissertation are available on the Graduate Studies website.

**Ceremonies**

At the end of each Spring semester, the College holds a master’s hooding ceremony and Graduate Studies organizes the annual doctoral hooding ceremony. The School of the Arts also hosts a ceremony for SOTA graduates. University Commencement information is available in the KU Commencement section of the KU website.

Attendance at these ceremonies is optional and requires advance registration. Please consult the Graduate Studies' and COGA websites for more information.

**GRADUATE ADVISING**

Graduate Advising

Advising of graduate students is primarily conducted within the graduate programs by program staff members and the individual faculty members who act as mentors and advisors. Students are encouraged to work with the director of graduate studies in their program regarding course selections and individual program requirements to ensure that all program milestones are reached as expected by the program faculty and the College. The graduate studies director or coordinator is also responsible for the regular assessment of students in the program and can address questions regarding a student’s progress toward the degree.

Students seeking information on specific policy or procedures should review the relevant content in the KU Policy Library as well as the College and Graduate Studies sections and the relevant Department or Program section of the online catalog. The College Office of Graduate Affairs, 102 Strong Hall, coga@ku.edu, is also available for assistance.

Students who have completed all degree requirements and are preparing to graduate should refer to the graduation checklists available on the COGA website. Graduating students are also welcome to schedule a Graduation Appointment with the College Office of Graduate Affairs.
GRADUATE REGULATIONS

Graduate University Regulations

It is the students’ responsibility to comply with all requirements for the degree programs in which they plan to participate. These include the university requirements for graduate study at KU outlined in the College and Graduate Studies sections of the KU Policy Library, the University Senate Rules and Regulations, the Graduate Studies sections of the online catalog, as well as the requirements of the College outlined in this catalog section. Additionally, students are responsible for understanding the requirements that are unique to individual graduate programs outlined in the graduate handbooks of individual academic units and the Departments & Programs sections of the online catalog.

In general, the student is subject to the regulations in force at the time of matriculation as a degree-seeking student. If degree requirements change, the student may opt to follow the new requirements or to continue under the regulations in force at the time of admission. Any student readmitted 10 years or more after his or her initial term as a degree-seeking student must fulfill the requirements in effect on the date of readmission to the graduate program.

Information on the most frequently consulted policies is contained in this section. Students should also consult the academic unit’s handbook, Graduate Studies and College sections of the KU Policy Library, and the Graduate Studies and University of Kansas Regulations sections of the online catalog.

Academic and Research Integrity

The College of Liberal Arts and Sciences strictly enforces KU and College policies on academic and scholarly misconduct. Academic integrity requires honest performance of academic and research responsibilities by students. These include, but are not limited to, ethical preparation of assignments, reports, and research papers; completion of examinations; ethical treatment of human and animal subjects; execution of administrative requirements; and a sincere and conscientious effort by students to abide by the policies set forth by instructors and research advisors.

Enrollment

Full-time, Half-Time and Part-Time Enrollment
Graduate Studies defines full-time enrollment as 9 credit hours in Fall or Spring semester and 6 hours in the summer session. Maximum enrollment for graduate students, except in rare instances, is 16 hours in Fall or Spring semester and 9 hours in the summer session. Please see the Full-time Enrollment for Graduate Students policy in the Graduate Studies section of the online catalog and the KU Policy Library for more information on what constitutes full-time, half-time, and part-time enrollment, including variations on this policy for doctoral students enrolled in dissertation hours, GTA/GRA/GA appointments, and active duty military. At a minimum, all graduate students should be continuously enrolled in the Fall and Spring semesters while completing the credit hours required for the fulfillment of their degrees. Please consult the Graduate Studies section of the online catalog and the KU Policy Library for other enrollment regulations.

**Continuous Enrollment for Master’s Students**

The College requires that all master’s students who have completed the required coursework for their degrees must be continuously enrolled in the Fall and Spring semesters until all remaining requirements for the degree, including the thesis when applicable, are completed. No enrollment is required during the summer session unless it is the semester during which the student will graduate, in which case enrollment is required. Certain academic units have additional rules governing summer enrollment.

**Post-Comprehensive Enrollment for Doctoral Students**

After passing the Comprehensive Oral Exam, doctoral candidates must be continuously enrolled. During this time, until all requirements for the degree are completed (including the filing of the dissertation) or until 18 post-comprehensive hours have been completed (whichever comes first), the candidate must enroll for a minimum of 6 hours a semester and 3 hours a summer session. At least one of these hours each term must be in dissertation or approved dissertation-equivalent coursework.

In addition, Graduate Studies requires a period of at least 5 months to elapse between the comprehensive oral exam and the final exam. Students that have completed all degree requirements before completing 18 hours are still required to continue enrollment until this 5-month requirement has been met.

Upon completion of the 18-hour requirement, a student’s level of enrollment should reflect, as accurately as possible, the faculty time he or she utilizes. This may be as little as one hour per semester.

Special enrollment requirements apply to those with GTA/GRA/GA appointments.
Please consult the Graduate Studies section of the online catalog and the KU Policy Library.

Lapses in Enrollment

Generally, no student is allowed to enroll after the first 4 weeks of a semester or the first 2 weeks of a summer session. If a student does not intend to enroll, he or she must determine the appropriate course of action in consultation with the department or program.

The student may elect to Voluntarily Discontinue from the program, and must inform the department or program in writing of this decision, which will in turn submit the necessary forms to the College. This option requires the student to seek re-admission to the program if they choose to return at a future date. They also remain eligible to seek admission to another department or program in the College.

The student may also petition for a Leave of Absence of up to one calendar year. If granted, the Leave of Absence maintains the student’s place in the program. Leave of Absence petitions must be submitted by the department or program and provide evidence of the department or program’s endorsement of the student’s petition. Students interested in this option should begin by consulting with their advisor.

The time spent on Leave of Absence does not count toward the student’s time to degree, and therefore does not shorten the time available to complete their degree requirements. Similarly, if a student that has elected to Voluntarily Discontinue subsequently returns to the program, the time that has elapsed since his or her discontinuance does not count toward the time to degree.

Students who fail to enroll without completing the Voluntary Discontinuance process or without being granted a Leave of Absence are reviewed by the College Office of Graduate Affairs and the students’ academic units for possible dismissal. Time that accrues during these lapses of enrollment in which the student does not occupy any approved enrollment category (i.e., Enrolled, Voluntarily Discontinued, or Leave of Absence) is counted toward the time to degree.

Students on an international student visa should consult with the International Programs office prior to any change in enrollment status.

Please see Graduate Studies policies governing Leave of Absence and Voluntary Discontinuance in the Graduate Studies section of the online catalog and in the KU Policy Library.
Dual Enrollments

Students enrolled in two schools or working on two degrees at the same time must complete the work for both degrees. Courses may not be counted toward both degrees, except in the joint degree programs that have been established (e.g., M.P.A./J.D., M.A. in Economics/J.D., M.B.A./M.A. in Area Studies, etc.). Please refer to the Combined Degrees information in the Graduate Studies section of the online catalog for a complete list of approved joint degree programs.

University Regulations on Grading

Article II of the University Senate Rules and Regulations provides detailed information on regulations governing the grading of graduate coursework. Students should also consult the Graduate Studies section of the online catalog and the KU Policy Library for more information on the Grading Policy.

The following are of particular relevance for graduate students in the College:

Passing Grades for Graduate Coursework

Only courses graded C or above are considered passing and may be counted for graduate credit. Courses graded C-, D or F may not be used to fulfill degree requirements.

Incomplete (I) and Waiting Grades (WG)

Incomplete (I) grades are used to note, temporarily, that a student’s work has been satisfactory to date, but that they have been unable to complete a portion of the required course work due to circumstances beyond their control. Incomplete work must be completed within the time period prescribed by the course instructor, at which point a permanent grade will be assigned. After one calendar year from the original grade due date, an Incomplete (I) grade will automatically convert to a grade of F or U, or the lapsed grade assigned by the course instructor.

The I grade is not appropriate for enrollments in thesis, dissertation or research hours, or the first semester of a two-semester sequence.

Waiting Grades (WG) are placeholders and should only be used in rare instances when, for reasons beyond his or her control, an instructor is not able to assign a course grade by the deadline. It should not be used to delay evaluation of thesis or dissertation hour enrollments, as this can lead to problems in graduation processing.
Credit/No Credit (CR/NC)

Graduate students may select the Credit/No Credit option only for those courses that do not fulfill a degree requirement. Degree requirements include those courses used to fulfill the Research Skills and Responsible Scholarship requirement. Students should consult with their advisor prior to electing the CR/NC option.

College-Specific Grading Policy

A-F Plus/Minus (+/-) Grades

Plus/minus (+/-) grades may be used in the College. The plus or minus sign describes intermediate levels of performance between a maximum of A and a minimum of F. Intermediate grades are calculated as 0.3 units above or below the corresponding letter grade.

Participation (P) Grades

Use of the Participation (P) grade is restricted in the College. It is only approved for a limited number of courses for which special permission has been sought. When permission is granted, P is only used to indicate participation in thesis, dissertation, or research enrollments (related to thesis or dissertation), or in the first semester enrollment of a two-semester sequence course. In any semester when evidence about performance is available, the instructor may elect to assign a letter grade of A, B, C, D, or F. A letter grade (A, B, C, D, or F) must be assigned in the last semester of enrollment to characterize the quality of the final product.

Grading of Thesis and Dissertation Hours (and Approved Equivalents)

The SP/LP/NP grading scale is restricted to thesis and dissertation hours, as well as those research courses approved by Graduate Studies as equivalents. It is the preferred scale for the grading of these courses in the College and is applied in the following manner:

SP – Satisfactory Progress. Progress is consistent with the goals for the semester as agreed upon with the advisor; supports timely completion of the degree.

LP – Limited Progress. Progress is less than what was agreed upon with the advisor; may cause delays in timely degree completion. Academic probation may be warranted.

NP – No Progress. The student has provided no evidence of progress on the thesis or dissertation work, or the work completed was insufficient to move the thesis or
dissertation project forward. Probation is strongly encouraged and dismissal may be warranted.

The final semester of dissertation/thesis enrollment must be graded SP.

The College strongly encourages the use of the SP/LP/NP grading scale for thesis and dissertation courses. However, programs may elect to use any A-F scale. In no case is the S/U scale to be used for thesis or dissertation hours or their equivalents. Per Graduate Studies policy, no more than 6 credit hours graded S/U may count toward a graduate degree.

Incompletes (I) and Waiting Grades (WG)

The College will not approve an application for graduation if a waiting grade (WG) or an incomplete (I) grade remains on the student's transcript.

Probation and Dismissal Guidelines

To be in good standing, a student must maintain a 3.0 cumulative grade-point average and be making satisfactory progress toward the degree, as determined by the department or program.

If the grade-point average falls below 3.0, the student is automatically placed on academic probation for the following semester (Fall or Spring). Students are notified by the College of their probationary status. If the cumulative grade-point average has not risen to 3.0 by the end of the probationary semester, the student will be dismissed unless the College acts favorably on a departmental petition for the student to be granted a one-semester extension of the probation.

In cases when a student’s grade point average is so low that their ability to ever achieve the 3.0 grade-point average required for graduation is in serious doubt, the department or program should move to dismiss.

Upon recommendation of the department or program, a student may also be placed on probation for failing to make satisfactory progress toward the degree. This may include, but is not limited to, failed exams or failure to make adequate and timely progress on the dissertation or thesis.
A graduate student is dismissed upon recommendation of the student’s department or program. This typically occurs when a student fails to raise the grade point average to 3.0 after a semester of probation, or otherwise fails to meet the terms of the probationary period. Academic dismissal should occur before a semester begins. If a student is dismissed during the semester, the dismissal is effective only at the end of the semester in which the department or program gives notification of dismissal. The department or program will notify the student in writing of the reasons for their dismissal. This will be followed by a letter from the College confirming the dismissal from the program and from the College.

A student who has been dismissed from a graduate department or program in the College is not eligible for readmission to graduate study in any department or program in the College of Liberal Arts and Sciences.

Time Limits

The University and the College have established time limits governing various stages of the graduate student career.

Maximum Time to Count Required Course Work

Courses completed at the University of Kansas, or transfer credits from another university, are valid for a period of 10 years. Courses that were completed more than 10 years before the scheduling of the final defense may not be used to fulfill graduate degree requirements in the College of Liberal Arts and Sciences.

With the endorsement of their graduate programs, students may petition the College to accept out-of-date course work to fulfill the requirements for their graduate degrees, provided they are able to justify why this course work meets the current standards of scholarship in the discipline.

Maximum Time to Submit Thesis or Dissertation

The College requires that students make all final revisions and file the final version of the thesis or dissertation manuscript to UMI/Proquest within 6 months of the date of final presentation and/or defense of the thesis or dissertation work. Until the final manuscript of a thesis or dissertation is filed, the student must be enrolled in accordance with enrollment policy. Graduate students in the College who do not file the final manuscript within the 6-month time limit must enroll in 3 hours a semester until the thesis or dissertation is completed and filed.

Moved up [2]: In cases when a student’s grade point average is so low that their ability to ever achieve the 3.0 grade-point average required for graduation is in serious doubt, the department or program should move to dismiss...
Maximum Time to Complete the Degree

Graduate Studies has established time limits on master’s and doctoral degree completion. Please see Graduate Studies policies on Doctoral Program Time Constraints and Master’s Program Time Constraints in the Graduate Studies sections of the online catalog and in the KU Policy Library for full details.

Master’s degree students have a total of seven calendar years, excluding any periods of absence due to an approved leave of absence or voluntary discontinuation from a program, in which to complete the work for a master’s degree.

Doctoral degree students have a total of 8 calendar years, excluding any periods of absence due to an approved leave of absence or voluntary discontinuation from a program, to complete the Ph.D. This includes students who enter with a master’s degree from an institution other than KU and bachelor’s degree holders who bypass the master’s and are admitted directly to a Ph.D. program.

Students who complete the master’s and doctoral degrees at KU have 10 years to complete both degrees.

A time limit extension may be granted by the College. All extension petitions require the department to prepare and file a Graduate Degree Completion Agreement, which must then be approved by a designated subcommittee of the Committee on Graduate Studies. Per Graduate Studies policy, extensions may be granted for up to 1 year. However, additional time may be requested in the Completion Agreement. If the Completion Agreement is approved, subsequent petitions will receive an expedited review.

Academic units may set their own, more rigorous time limits. Consult with your advisor and review your academic unit’s handbook and the relevant Departments and Programs section of the online catalog for program-specific information, requirements, and restrictions.

Graduation

All graduate students must be enrolled the semester they complete all degree requirements.

Graduate Studies establishes an early deadline for degree completion for each semester and summer session, usually occurring at the end of the first 2 weeks of a semester or the end of the first week of summer session. If the student was enrolled the previous
semester and meets all degree requirements including the submission of all required documentation by this early deadline, they are not required to enroll for that semester.

The final Graduate Application for Graduation Deadline is set by the Registrar for each semester. Please consult the official Academic Calendar for specific dates. To be eligible for graduation, an application for degree must be submitted and all degree requirements met by this deadline. This includes the submission of all required documentation to the College Office of Graduate Affairs. See the Graduation section of the COGA website for more information.

HONORS/AWARDS

Graduate Awards

The College of Liberal Arts and Sciences offers several awards to recruit, support, and recognize outstanding graduate students, and to recognize faculty service, teaching excellence, and exemplary advising. Below, you will find a brief description of each award. More specific information about eligibility and the call for nominations each year can be found on the COGA’s website under Awards.

Graduate Student Awards

Chancellor’s Doctoral Fellowship

Each year selected doctoral programs in the College award a Chancellor’s Doctoral Fellowship to an incoming doctoral student of exceptional promise. Fellows receive five years of fellowship support for their doctoral work, including a $25,000 stipend plus resident rate tuition and required fees.

Dean’s Doctoral Fellowship

Each year selected doctoral programs in the College award a Dean’s Doctoral Fellowship to an incoming doctoral student of exceptional promise. Fellows receive up to five years of fellowship support for their doctoral work, including a stipend ranging from $20,000-22,000 plus resident rate tuition and required fees. Fellows must submit an application for external funding to be eligible for a fifth year of support.

Allen S. Wilber Scholarship
Selected departments may nominate one student each year for this award, which provides one-time funding of up to $10,000 for the study of social sciences or modern languages and literatures at the graduate level. The award is limited to those who completed an undergraduate degree at KU.

Kate Stephens Fellowship
Selected departments may nominate one student for this award, which provides a single, one-time stipend of up to $8,000 for the study of literature, history, or ethics. The award is limited to those who completed a bachelor’s or master’s degree at KU, and is offered every other year.

Howard J. Baumgartel Peace and Justice Award
This is an annual award to support a graduate student in the College or the School of Business for thesis or dissertation research whose interests, achievements, and talents are in the peace and justice field. Students may self-nominate for this award or be nominated by their graduate program. The award amount is $2,760 and is disbursed in the summer.

Outstanding Thesis/Research Project Award
The Committee on Graduate Studies in the College has established this award for students receiving a master's degree. The bi-annual award carries a $500 stipend, and either a thesis or research project awardee is selected in each cycle. Students are nominated for the award by their advisors.

Graduate Faculty Awards
Byron A. Alexander/John C. Wright Graduate Mentor Awards
Graduate students may nominate any tenured or tenure-track faculty member in the College of Liberal Arts and Sciences who has served as an outstanding mentor. The award amounts are up to $1,000.

Career Achievement Teaching Award
This annual award recognizes a retired faculty member in the College of Liberal Arts and Sciences who has made a significant contribution to the teaching of College students at either the undergraduate or graduate level and who has distinguished him/herself through excellence in teaching. The award amount is $1,000.
A-F or S/U grades are used in all other courses, including those that are repeated across semesters. The latter include courses in which students are collecting, assembling, or analyzing data; reviewing a research or scholarly literature; or creating portfolios. Students in these courses are expected to develop plans of study with their instructors and to contact these instructors throughout the semester to discuss their progress or changes in their plans. Instructors assign grades each semester based on the quantity and quality of the work students complete that semester. The grades that students receive in the last semester of these courses (e.g., for completing data analyses and literature reviews, exhibiting portfolios, defending theses or dissertations) apply only to that semester.

If a department or program has a course for which the P grading system may be more appropriate than the A-F or S/U grading system, it must seek special approval from the College.

department or program notifies the student in writing that they are being recommended for probation and outlines the expectations of the graduate program and the College that the student must meet to return to good standing. This is followed by a letter from the College confirming their probationary status.

When the rationale for probation is based on grade-point average, a student is typically placed on probation for 1 academic semester.