

Advising Graduate Students by Category

Graduate assistants

- Must have Conditional or Unconditional admission. Unclassified students are not eligible for GA position.
- Must enroll and complete minimum of two (2) graduate-level courses required for degree program unless in their final semester
- Nine (9) hours is maximum courseload
- May take 12-hour courseload if approved in writing by GA supervisor and graduate coordinator. Documentation must be submitted to Graduate Studies Office each semester.
- Must remain in academic good standing. Failure to maintain good standing will result in only one probationary semester. Failure to achieve good standing at end of probationary term will result in immediate termination of GA position.

Access and Diversity scholarship recipients

- Must enroll in minimum of two (2) hours applicable toward degree program
- Must remain in academic good standing
- Scholarships are awarded only one semester at a time
- Scholarship nominations accepted only from graduate coordinators

Prospective degree candidates

- Must submit Intent to Graduate form (ideally in next to last semester)
- Must submit Diploma Application
- Must contact Coordinator's Office to establish graduate committee (Exception: MBA)
- Must contact Coordinator's Office to schedule comprehensive exam
- Must have minimum 3.00 cum gpa
- Must have no I grades in degree requirements
- All work for degree must be within last six (6) years

Students working on second graduate degree

- Must have 3.00 cum gpa for second graduate degree
- Must submit Intent to Graduate form (ideally in next to last semester)
- Must submit Diploma Application
- Must contact Coordinator's Office to establish graduate committee (Exception: MBA)
- Must contact Coordinator's Office to schedule comprehensive exam for second degree
- Must have no I grades in degree requirements
- All work for degree must be within last six (6) years

Conditional

- Can enroll in 8-15 hours but no more than four (4) courses
- Must maintain 3.00 cum gpa or be dismissed
- If 3.00 cum gpa at eight (8) hours, admission will change to Unconditional

Unclassified

- Valid for only one semester with maximum of two (2) graduate courses
- Must achieve 3.00 term gpa or be dismissed

Students on academic probation

- Must achieve minimum 3.00 term gpa or be dismissed
- Will continue on probation with 3.00 term gpa

Transient

- Admission is valid for only one semester at a time
- Admissibility must be verified each semester
- Can earn maximum of 12 hours in Transient category

Transfer students

- Transfer credit is available only for degree-seeking students
- Transfer credit must be requested on Student Special Request form and approved by advisor, graduate coordinator, and Graduate Studies Dean
- Other requirements listed in university catalog