

**College of Graduate Studies
Proposed Catalog Changes
Effective Summer 2020**

1. Replace the existing **Annual Enrollment** section of the **College of Graduate Studies – General Graduate Regulations** page with new **Continuous Registration** and **Graduate Finishing Status** sections:

Annual Enrollment Policy

Annual enrollment is required for all degree-seeking graduate students. Annual enrollment is defined as registering for at least one credit at the 500 or higher level every 12 months. Professional development courses do not satisfy the annual enrollment requirement.

If annual enrollment is not maintained and the absence has been five or fewer terms, a request for reenrollment in the program is required prior to any future registration by completing the Request for Reenrollment form available on the College of Graduate Studies website. The reenrollment decision is made at the program level with final approval through the College of Graduate Studies and should be requested well in advance of the requested semester of return.

If annual enrollment is not maintained and the absence has been for more than five terms, a request for readmission to the program is processed through the Graduate Admissions Office as well as reenrollment through the College of Graduate Studies. The readmission decision is made at the program level and forwarded to the Graduate Admissions Office. The reenrollment decision is made at the program level and forwarded to the College of Graduate Studies.

A student may request approval of a planned leave if the anticipated absence will be longer than one year but for no more than five terms. Approval must be given in advance of the time of absence by completing the Approval of Planned Leave form with signatures from the major professor, program administrator, and the dean of the College of Graduate Studies.

A reenrollment fee is charged each time a reenrollment application or readmission form is processed. Any appeals to this policy are to be made to the dean of the College of Graduate Studies.

Continuous Registration

Students admitted to a graduate program at the University of Idaho are required to be continuously registered in the fall and spring semester through their degree programs. Registration in GRAD 900 (continuous Enrollment) is a special status for which graduate students may register in place of credit-bearing courses any semester they not attending the University of Idaho in order to remain admitted to their degree program. Students may request a Leave of Absence for situation which temporarily will not allow them to continue in their program. A student may petition for a leave of absence for up to one year. Leave of Absence petitions are submitted to the College of Graduate Studies.

To meet the continuous registration requirement students may register for any academic credit-bearing course or for GRAD 900. GRAD 900 registration allows the students to meet the continuous registration requirement but pay a reduced continuous registration fee which is 25% of the cost of a

regular academic credit. Registration in GRAD 900 does not carry academic credit and usually does not defer student loans. Registration in GRAD 900 does maintain graduate student status and allows for the purchase of student health insurance – SHIP (contact the SHIP office for details on enrollment while in continuous registration status). Registration in GRAD 900 allows the student access to the library, laboratory, campus computer services, etc. Registration in GRAD 900 does not allow students access to any campus function or activity which is paid for by student fees. TA and RA positions are not available to students who are registered for GRAD 900.

Students who do not maintain continuous enrollment by registering for regular courses or GRAD 900 will be required to apply for reenrollment into their previous academic program. If a student does not enroll in either regular coursework or GRAD 900 for two consecutive terms (excluding Summer) they will be required to apply for readmission to their previous graduate program if they wish to continue their studies. Readmission and reenrollment decisions are made at the program level and forwarded to the College of Graduate Studies. Students are allowed a maximum of two consecutive semesters of GRAD 900 enrollment. Beyond two semesters the student must reenroll in regular credit bearing courses or apply for a Leave of Absence through the College of Graduate Studies.

Students who wish to register for GRAD 900 must follow the same procedures and rules on registration which apply to regular registration.

Graduate Finishing Status

It is expected that all graduate students using university facilities or faculty time be registered in an appropriate number of credits which reflects the amount of effort expected by the student and the faculty. Master's degree candidates who have completed their study plan and doctoral degree candidates who have completed their study plan and passed their preliminary examination but have yet to finish their research/project/performance may register in GRAD 999 (Finishing Status) and pay a reduced registration fee which is 25% of the cost of a single academic credit. Students can register for GRAD 999 for up to two semesters. Beyond two semesters GRAD 999 is not available and the student must register for at least one credit of regular course work per term through graduation. Graduate degree candidates must be either enrolled for at least one regular academic credit or must register for GRAD 900 during the term (Fall, Spring, or Summer) they will complete their degree requirements.

Registration in GRAD 999 does not carry academic credit and usually does not defer student loans. International students who wish to remain in the country cannot register for GRAD 999 and must register for a regular research credit.

Registration in GRAD 999 does maintain graduate student status and allows for the purchase of student health insurance – SHIP (contact the SHIP office for details on enrollment while in graduate finishing status). Registration in GRAD 999 allows the student access to the library, laboratory, campus computer services, etc. Registration in GRAD 999 does not allow students access to any campus function or activity which is paid for by student fees. TA and RA positions are not available to students registering for GRAD 999.

Students who wish to register for GRAD 999 must follow the same procedures and rules on registration which apply to regular registration.

2. Add the following **Provisional Admission** section to the **College of Graduate Studies – General Graduate Regulations** page:

Provisional Admission

Provisional admission is available to students who are academically eligible but lack departmental requirements or are deficient in coursework necessary for full admission to the program. The program is responsible to track the provisions and communicate with COGS when the student meets the conditions. The conditions specified for a student's advancement to regular admission are established at the time of his or her acceptance and must not be changed (i.e., either strengthened or relaxed) thereafter.

A student who is not eligible for regular admission may be considered for provisional admission (on the Master's level only) if approved by the Director of Graduate Studies and there is evidence for success in graduate-level work as demonstrated by one of the following:

1. the student's undergraduate GPA shows satisfactory improvement
2. the student has taken post-baccalaureate course work with A and/or B grades
3. the student has relevant post-bachelors work experience and/or has been working for at least one year in the field of the proposed graduate major
4. the student has a letter of support from a faculty member in the discipline who is willing to serve as the student's major professor

Provisional admission is not available to International students who hold non-resident alien visas or students who are to be appointed to assistantships.

A student may not remain in provisional enrollment status for more than one academic year, or after the completion of 9 credits.

A student will be advanced to regularly admitted provided he or she maintains a GPA of at least 3.00 each semester (a higher GPA may be specified), fulfills the conditions that were specified at the time of initial enrollment, and receives no incompletes.

A student who does not meet the stated conditions for advancement cannot continue in the College of Graduate Studies or enroll in 500-level courses and is subject to normal disqualification and reinstatement procedures. It is the student's responsibility to be in touch with the administrative unit regarding his or her progress toward meeting the conditions for regular admission.

Academic units need not require a student to make up ALL of his or her academic deficiencies while in provisional enrollment. Performance on a limited selection of courses should suffice to demonstrate whether or not the student has the ability to do satisfactory graduate work. Remaining deficiencies, if any, can be made up after the student has been regularly admitted. The academic unit must be sure that any courses the student is required to take while provisionally admitted will, in fact, be offered during that period.

3. Make the following changes to the Probation, Disqualification, and Reinstatement section of the **College of Graduate Studies – General Graduate Regulations** page:

Probation, Disqualification, and Reinstatement

Graduate students remain in good standing if the semester GPA and the cumulative GPA are 3.00 or higher. A graduate student is placed on academic probation after any semester or summer session in which a GPA of less than 3.00 is earned in courses placed on the graduate transcript, regardless of the student's cumulative GPA. Students on academic probation who attain a semester GPA of 3.00 or higher during the next or subsequent semester or summer session after being placed on probation, but whose cumulative GPA is still below a 3.00, will remain on academic probation until the cumulative GPA is a 3.00 or higher.

The student will be disqualified if a semester GPA of less than 3.00 (regardless of cumulative GPA) is earned on courses placed on the graduate transcript during the second, consecutive semester or summer session in which regular grades of A, B, C, D, or F are received.

~~If a graduate student who is on probation receives an Incomplete during a semester, the revert grade listed for the Incomplete will be used to calculate the GPA for that semester. If the calculated semester GPA is 3.00 or higher, the student will be allowed to register for a current or future semester. If the calculated semester GPA is less than a 3.00 GPA, the student will be disqualified and will not be allowed to register for current or future semesters or sessions. If the student has registered pending receipt of the revert grade, the student will be disenrolled. Once the work is completed and a final grade is given, the GPA will be automatically recalculated.~~

A graduate student may be reinstated after disqualification under the following conditions: the student may not enroll as a graduate student for at least one semester (fall or spring), ~~must get the positive recommendation of his or her program's administrator,~~ must have a major professor and approved study plan, must get the positive recommendation of his or her department chair/program director and major professor, and must get College of Graduate Studies permission. Reinstatement is granted for a specific semester only. The student must receive at least a 3.00 GPA the first semester back in the College of Graduate Studies. If a student does not register for that semester, he or she must again seek College of Graduate Studies permission for reinstatement. A student will remain on probation as long as the cumulative GPA is below a 3.00.