<u>**Report of GSC Policy Changes Spring 2018**</u>

<u>Item A: Modification to the English Proficiency Score Exemption</u>

Passed unanimously at GSC 2-1-18.

In response to a request from Pat Gardner, we will discuss modifying the current exemption policy with the additional sentence shown below in red/bold/underline.

> http://ccsu.smartcatalogiq.com/en/current/Undergraduate-Graduate-Catalog/Graduate-Academic-Policies-and-Requirements/Admission-Policies-for-Acceptance-to-Graduate-Programs/English-Proficiency-Score-Exemptions

> English Proficiency Score Exemptions
> Graduate applicants may be exempt from providing TOEFL or IELTS scores if one of the following criteria is met:
> 1. Completion of a four year undergraduate academic program at a non-United States institution in a country where English is the primary language and in which English is the primary medium of instruction, within five years of the proposed semester of initial enrollment at CCSU. (A list of countries will be provided on the graduate website.) **Click here**
> 2. Completion of a graduate degree at a non-United States institution of Higher Education in a country where English is the primary language and where English is the primary medium of instruction, within five years of the proposed semester of initial enrollment at CCSU. (A list of countries will be provided on the graduate website.) **Click here**
> 3. Completion of an undergraduate or graduate academic program from an accredited U.S. institution of higher education.

> ~~Additional factors may be considered at the discretion of the graduate admissions associate director or designee~~ **The Graduate Recruitment and Admissions Office may consider additional factors in consultation with the program department chair or coordinator.**

> Official documentation must be submitted from the overseas institution verifying that the applicant's undergraduate or graduate study is from an institution where all instruction is in English. The Graduate School reserves the right to require additional testing or evidence of competency, and may require study in the Intensive English Language Program.

<u>Item B: Modifications to the Admission Policy for the Advanced OCP in Marriage and Family Therapy</u>

Passed unanimously at GSC 2-1-18.

Though the catalog listing for this AOCP does not list admission requirements, that's an oversight, since admission requirements were reviewed and passed by the GSC in Spring and Fall 2012. However, In light of changes in state regulations governing certificates for school marriage and family therapist education, the program requests the following addition to the catalog description shown below in red/bold/underline.

> Advanced Official Certificate Program in School-Based Marriage and Family Therapy

The OCP in School-based Marriage and Family Therapy provides a course of study for post-graduate students who wish to complete requirements for a Provisional Educator Certificate in Marriage and Family Therapy through the State of CT Department of Education.

Admission Requirements:

Applicants must hold a bachelor's degree from a regionally accredited institution of higher education and a master's degree in Marriage and Family Therapy from a regionally accredited institution of higher education with a minimum graduate cumulative GPA of 3.00 on a 4.00 scale.

Degree Requirements

Required Courses

ED 515	Professional Ethics and Law for Educators and Scholars	3
MFT 592	School-Based Family Counseling	3
MFT 593	School-Based Marriage and Family Therapy Practicum and Seminar I	3
MFT 594	School-Based Marriage and Family Therapy Practicum and Seminar II	3
		TOTAL CREDIT HOURS: 12

Once courses are completed, students will need to apply for certification with the State Department of Education (SDE). They must provide proof of completing the Praxis I exam or evidence of waiver. They may also be required by the SDE to complete other related courses (e,g. Special Education for the Exceptional Learner and Human Development); these other related courses may be taken at other institutions or as part of their Master's program

Item C: Admission Requirements for the Advanced Official Certificate Program in Superintendent of Schools
Passed unanimously at GSC 2-1-18.

At present, there is no description of admission requirements for this AOCP, either at the department website (http://www.ccsu.edu/elpit/programs.html) or in the catalog (http://ccsu.smartcatalogiq.com/current/Undergraduate-Graduate-Catalog/Advanced-Official-Certificate-Programs/Advanced-Official-Certificate-Program-in-Superintendent-of-Schools). The full description of the program is shown below. However, only the admissions requirements were addressed at the Policy Committee; they are highlighted in red/bold/underline

AOCP Superintendent of Schools
Program Description/Rationale:
The Educational Leadership program at Central Connecticut State University is designed for educational leaders seeking certification as a School District Superintendent (093). The student will develop an understanding of the roles and responsibilities of the school superintendent and other central office leadership positions. The focus of the program is on the diverse groups, tasks, and issues facing the superintendent and central office administrators. The core program consists of a three courses on theory, research, and practice (EDL 681, EDL 682, and EDL 683) and a two-semester, year-long internship with a superintendent mentor (EDL 695 and EDL 696). All courses are taken in a cohort model to enable students to develop networking and collaborative skills necessary to the superintendent position.

Classes begin in July and conclude the following May. Candidates complete 15 semester hours as mandated by the Connecticut State Department of Education.

Admission Requirements:
- **Bachelor's degree from a regionally accredited institution of higher education and a master's degree from a regionally accredited institution of higher education with a minimum graduate cumulative GPA of 3.00 or higher on a 4.00 scale**
- **An established record of successful service in a leadership position that requires the Connecticut Intermediate Administrator Certification (092) for at least three school years**
- **Program interview**

Additional Materials Required:
- **Copy of 092 certificate**
- **A brief letter of recommendation from the candidate's current superintendent**
- **Contact information for two additional professional references**
- **A personal statement (not to exceed two pages)**

The admissions application, application fee, and official transcripts (except CCSU) are to be submitted to the Graduation Recruitment and Admissions office. Additional materials are to be sent the academic department.

All application materials for admission must be received by April 15th.

Item D: Proposed Changes in the Admissions Policies for the MS and OCP in Data Mining, Being Retitled as the MS and OCP in Data Science
Both proposals passed unanimously at GSC 3-22-18.

The M.S. in Data Mining is undergoing extensive revisions to become the M.S. in Data Science (similarly with the OCP in Data Mining). Most of the changes are curricular, but there are some policy changes, too.

Data Science M.S.

Program Rationale:

This program is designed for the person who loves data and wants to learn how to uncover actionable results from large data sets using a data scientific framework. Starting with the first course, students will learn data science by applying it on real-world, large data sets, gaining expertise in state-of-the-art data modeling methodologies, so as to prepare them for information-age careers in data science, analytics, data mining, statistics, and actuarial science.

There are five tracks in this program. Four of these provide specialized skills, and the fifth allows a student to sample a variety of data science and computational techniques.

Program Learning Outcomes:

Students in the program will be expected to:

- Approach data analysis using a scientific approach, that is, through a systematic process that avoids expensive mistakes by assessing and accounting for the true costs of making various errors.
- Apply data science using a systematic process, by implementing an adaptive, iterative, and phased framework to the process, including the research understanding phase, the data understanding phase, the exploratory data analysis phase, the modeling phase, the evaluation phase, and the deployment phase;
- Demonstrate proficiency with leading open-source analytics coding software such as R and Python, as well as commercial platforms, such as IBM/SPSS Modeler; understand and apply a wide range of clustering, estimation, prediction, and classification algorithms including k-means clustering, classification and regression trees, logistic regression, k-nearest neighbor, multiple regression, and neural networks; and
- learn more specialized techniques in bioinformatics, text analytics, algorithms, and other current issues.

Admission Requirements:

Students must (1) hold a Bachelor's degree from a regionally accredited institution of higher education, and (2) have a grade of B or better in two applied statistics courses (such as CCSU's STAT 200/201, or STAT 104/453, or STAT 215/216). ~~The undergraduate academic record must demonstrate clear evidence of ability to undertake and pursue studies successfully in a graduate field the data science field.~~

A minimum undergraduate GPA of 3.00 on a 4.00 scale (where A is 4.00), or ~~is~~ **its** equivalent, and good standing (3.00 GPA) in all post-baccalaureate course work is required. Conditional admission may be granted to candidates with undergraduate GPAs as low as 2.40, ~~conditioned on a student receiving no grades lower than a B in DATA 511, 512, and 513~~.

In addition to the materials required by the School of Graduate Studies, the following are required.

- A formal application essay of 500-1000 words that focuses on (1) academic and work history, and (2) reasons for pursuing the Master of Science in data science. The essay will also be used to demonstrate a command of the English language.

- One letter of recommendation, either from the academic or work environment.

    The application and all transcripts should be sent to the Graduate Admissions Office. ~~Send the formal application essay and the letter of recommendation by email to the Director of Data Science.~~

Instructions for uploading the essay and letter will be found within the graduate online application.

Total 31 credits

OCP in Data Science

Program Prerequisites:

Students must (1) hold a Bachelor's degree from a regionally accredited institution of higher education, and (2) have a grade of B or better in two applied statistics courses (such as CCSU's STAT 200/201, or STAT 104/453, or STAT 215/216). ~~The undergraduate academic record must demonstrate clear evidence of ability to undertake and pursue studies successfully in a graduate field the data science field.~~

A minimum undergraduate GPA of 3.00 on a 4.00 scale (where A is 4.00), or ~~is~~ **its** equivalent, and good standing (3.00 GPA) in all post-baccalaureate course work is required. Conditional admission may be granted to candidates with undergraduate GPAs as low as 2.40, ~~conditioned on a student receiving no grades lower than a B in DATA 511, 512, and 513~~.

In addition to the materials required by the School of Graduate Studies, the following are required.

- A formal application essay of 500-1000 words that focuses on (1) academic and work history, and (2) reasons for pursuing the Master of Science in data science. The essay will also be used to demonstrate a command of the English language.
- One letter of recommendation, either from the academic or work environment.

The application and all transcripts should be sent to the Graduate Admissions Office. ~~Send the formal application essay and the letter of recommendation by email to the Director of Data Science.~~

Instructions for uploading the essay and letter will be found within the graduate online application.

Total Credit Hours: 20

Item E: Proposed Changes to Application Deadlines for the Two Strands in the Educational Leadership Ed. D. Program.
Passed unanimously at GSC 3-22-18.

The current deadline for applications for the PreK-12 strand is December 1, and that for the Higher Education strand is October 1. The Program wants to change both deadlines to November 1.

Admission to the PreK-12 strand of the program is available in alternate years for a cohort of 25 students. The deadline for submission of applications is ~~December 1~~ **November 1**.

Admission to the higher education strand of the program is available for a cohort of 25 students. The deadline for submission of applications is ~~October 1~~ **November 1**.

Item F: Proposed Admission Policies for the New Hybrid Online Track in the MA in English Program
Passed unanimously at GSC 3-22-18.

The Department of English is creating a new track in their MA Program in English; its admission process is similar to that of the existing track.

Admission Requirements:
To qualify for the Master of Arts degree program in English, an applicant must have a baccalaureate degree in English or American literature or a closely related field from an accredited college or university, or 30 hours of appropriate undergraduate course work in the discipline (as approved by departmental review). Additional undergraduate credits will be required of students who lack sufficient preparation in literature. Applicants must have a GPA of at least 3.00 on a four-point scale both in overall undergraduate and (if applicable) graduate course work and in English courses. Conditional admission may be offered to students who do not meet all of these requirements.

Applicants must also submit the following to the Graduate Recruitment Office:

•   Graduate Application Form
•   Official undergraduate and (if applicable) graduate transcripts from every institution attended except CCSU
•   Application fee
•   Letter of application detailing reasons for wishing to pursue graduate study in English and the names and contact information of two academic references;
•   A writing sample of 10-15 pages showcasing the applicant's strongest analytical or critical writing about literature. Work written for previous courses is acceptable (indeed encouraged), but "creative" pieces (poetry, fiction, or memoir) are not appropriate.

Instructions for uploading the letter and writing sample ~~and for obtaining and submitting the recommendation letters,~~ will be found within the graduate online application. Applications will not be considered until all materials have been received; evaluation will be conducted by the department on an ongoing basis. The Literary Studies Track accepts applications for fall and spring admission. The Online Hybrid Track for Teachers accepts application for spring, summer, and fall; the deadline for summer admission is April 1st.

Item G: Proposal for the Appeal Process for Students Who are Academically Dismissed from a Graduate Program
Passed unanimously at GSC 3-22-18.

A modification to limit the appeals process for graduate students who are academically dismissed is put forward.

From the online Graduate Catalog (http://ccsu.smartcatalogiq.com/en/current/Undergraduate-Graduate-Catalog/Graduate-Academic-Policies-and-Requirements/Grades-and-Grading-Policies/Academic-Probation-Academic-Dismissal-Policies)

Academic Probation/Academic Dismissal Policies

Students who drop below a 3.00 grade point average will receive a letter from the dean of the School of Graduate Studies, informing them that they are no longer in good academic standing and that they have been placed on academic probation or dismissed from their programs.

In addition to grade-point requirements for good academic standing, students should note that no more than two grades of C+ or C (i.e. two C's, or two C+'s , or one C and one C+) are permitted for courses included on the planned program of graduate study leading to a doctoral or master's degree or sixth-year certificate. Students who achieve grades low enough so that, in the judgment of the dean of the School of Graduate Studies, they will not be able to attain the 3.00 GPA required for graduation, will be dismissed from the graduate program.

~~Students who are dismissed for academic reasons may appeal first to the dean, School of Graduate Studies. If an unfavorable decision is rendered, they may then appeal to the Graduate Studies Committee.~~

Item H: Proposed Change in Recommendation Letter Policy for Admission to the MS in Nursing Program
Passed unanimously at GSC 4-19-18.

      http://ccsu.smartcatalogiq.com/en/current/Undergraduate-Graduate-Catalog/Masters-Degree-Programs/Nursing-MSN

Admission Requirements:

Applicants must hold a bachelor's degree (BSN in Nursing preferred) from a regionally accredited institution of higher education and have their RN license. Applicants must also have a minimum undergraduate GPA of 2.70 on a 4.00 point scale (where A is 4.00), or its equivalent, and good standing (3.00 GPA) in all post-baccalaureate course work.

Conditional Admissions:

An applicant for this Masters Program who does not meet regular admissions standards but has an undergraduate GPA between 2.50 and 2.69 may be considered for conditional admission. The conditional admission program is an arrangement allowing a student to demonstrate successful performance during their first semester in the graduate program.

The Application Process:

1. Applicants must submit a completed application for admission to graduate study as well as official transcripts from all institutions where undergraduate and graduate work has been done to the Graduate Recruitment and Admissions Office.

2. Applicants must also submit a narrative statement to the Department Chair describing their professional goals as well as any educational or professional experiences that may assist the department's admissions committee in reviewing the application.

3. **Applicants must also submit contact information for two references, one from an academic/professional source and one from a nursing employer who can specify length of time and direct responsibilities of the applicant in an RN nursing position.**

4. Applicants must have a grade of C+ or higher in an undergraduate statistics course.

5. The application deadline for the Summer term is March 1.

6. Instructions for submitting the narrative and references can be found within the online graduate application.

Item I: Admission Policy for the New OCP in Supply Chain Analytics

Passed unanimously at GSC 4-19-18.

Graduate Certificate in Supply Chain Analytics

Program Description
Those who complete the certificate in supply chain analytics will learn how to leverage their organization's big data to respond to the increasingly challenging demands of regional, national, and international operating systems, pressures related to pricing and low-cost competitors, and changing demands from customers. Graduates will know how to use data analytics to derive value from their organization's supply chain that will result in savings and efficiencies.

Academic Rationale
This program will provide a rigorous certificate that can be paired with a bachelors or as an add-on to an existing business specialization in the MBA.

Admissions Requirements

Applicants must hold a bachelor's degree from a regionally accredited institution of higher education (or the international equivalent) with an overall undergraduate GPA of at least 2.70 or higher. No GMAT is required. Applicants with a GPA between 2.69 and 2.50 may be considered for conditional admission.

Items to submit to the Graduate Recruitment and Admissions Office:
- Online Graduate Application
- Application fee
- Official transcripts from each institution attended (except CCSU)
- Current Resume

Instructions for submitting resume can be found within the online graduate application.

International Students

In addition to the above, international applicants must meet all University standards for international admission.

Item J: Proposed Change for the Admission Policy for the DNAP (Doctor of Nurse Anesthesia Practice) Entry-Level and Advanced Specialization Programs

Passed unanimously at GSC 4-19-18.

http://ccsu.smartcatalogiq.com/en/current/Undergraduate-Graduate-Catalog/Doctoral-Programs/Doctorate-of-Nurse-Anesthesia-Practice-DNAP

Admission requirements to DNAP: Entry-level Specialization Program
 All Applicants must demonstrate:
1. Bachelor's degree from a regionally accredited institution of higher education and satisfy both the University's and the affiliated hospital school of nurse anesthesia's criteria for acceptance. The BSN from an NLN or AACN accredited baccalaureate program in nursing or another appropriate baccalaureate degree (biology, chemistry, etc.) from a regionally accredited institution of higher education must be completed at the time of application.
2. Cumulative GPA 3.00 or higher on a 4.00 scale (A is 4.00).
3. Completed a year in chemistry (this must include inorganic *and* organic chemistry or biochemistry), a year in anatomy and physiology, and one course in microbiology. *Please note* one course in chemistry and one course in anatomy and physiology must be less than 10 years old.
4. Current unencumbered licensure as a registered nurse in one of the 50 states and a current certification in basic life support (BLS).
5. A minimum of one year of critical care experience at the time of application in which the applicant has had the opportunity to develop independent decision making, demonstrate psychomotor skills and the ability to use and interpret advanced monitoring, based on a knowledge of physiologic and pharmacologic principles as evidence by a letter from a supervisor.
6. Graduate Record Examination (May be waived if applicant has demonstrated evidence of advanced scholarship, teaching, leadership, and/or ability to conduct research as evidenced by a letter from a supervisor, resume, or other documentation).
7. A satisfactory interview with the admissions committee from an affiliated hospital school of nurse anesthesia, if selected as finalist.

All Applicants must send the following to a director of affiliated hospital school of nurse anesthesia:
1. Official transcripts of all undergraduate and graduate coursework;
2. Copy of licensure as a registered nurse in one of the 50 states and a current certification in basic life support (BLS);
3. Three letters of recommendation from employers or educators familiar with your academic or professional experience; one must be from the Office of the Dean or Director of your school of nursing and one from a current supervisor; one of these letters must demonstrate your years of critical care experience;
4. Resume or Curriculum Vitae outlining work experience;
5. Graduate Record Examination scores; or demonstration of advanced scholarship, teaching, leadership, or ability to conduct research as evidenced by a letter from a supervisor.
6. Narrative statement covering career goals, reason for pursuing doctorate, life/work experience relevant as part of your educational experience, ability to pursue study during summer, fall and spring semesters;
7. Application form for affiliated hospital school of nurse anesthesia.
8. For summer matriculation to the DNAP: Entry-Level Program send Application materials to:

Director, Nurse Anesthesia Program of Hartford, 100 Retreat Ave., Suite 403, Hartford, CT 06106-2528	Director, Yale-New Haven Hospital School of Nurse Anesthesia, 1450 Chapel Street, MOB 216, New Haven, CT 06511
Application materials are due September 30	Application materials are due October 15

   If selected, application must be made to Central Connecticut State University no later than March 1.
Due to the sequential nature of the program, transfer credits are not accepted.
Students not meeting admissions requirements will not be allowed to take course(s) in the program on a conditional or provisional basis. Conditional or provisional acceptance into the program is not an option.Admission requirements to DNAP: Advanced Specialization Program

All Applicants must demonstrate:
1. Graduation from a nurse anesthesia educational program accredited by the Council on Accreditation of Nurse Anesthesia Educational Programs (COA).
2. Master's degree from a regionally accredited institution of higher education;
3. Cumulative GPA 3.00 or higher on a 4.00 scale (A is 4.00).
4. Current unencumbered licensure as a registered nurse in one of the 50 states, a current certification in basic life support (BLS), and advanced practice nurse (if required by home state).
5. Either certification by the Council on Certification of Nurse Anesthetists (certified registered nurse anesthetist, CRNA); or current recertification by the Council on Recertification of Nurse Anesthetists (if past initial certification period).
6. Graduate Record Examination (May be waived if applicant has demonstrated evidence of advanced scholarship, teaching, leadership, and/or ability to conduct research as evidenced by a letter from a supervisor, resume, or other documentation).
7. A satisfactory interview with the admissions committee from an affiliated hospital school of nurse anesthesia, if selected as finalist.

All Applicants must send the following to a director of affiliated hospital school of nurse anesthesia:
1. Applicants who hold a Master's degree from a regionally accredited university with a 3.0 or higher GPA on a four-point scale (where A = 4.00) are required to request that official transcripts be sent from the institution where the undergraduate degree was obtained and from where the Master's degree was obtained. Official transcripts must also be sent from each institution where any other graduate level courses were taken. The Graduate Recruitment and Admissions office will maintain

the right to request other official transcripts to review courses that are essential to the applicant's program of study.

2. Copy of licensure as a registered nurse in one of the 50 states, a current certification in basic life support (BLS), and advanced practice nurse (if required by home state);
3. Copy of either certification by the Council on Certification of Nurse Anesthetists (certified registered nurse anesthetist, CRNA); or current recertification by the Council on Recertification of Nurse Anesthetists (if past initial certification period);
4. Graduate Record Examination scores; or demonstration of advanced scholarship, teaching, leadership, or ability to conduct research as evidenced by a letter from a supervisor.
5. Three letters of recommendation from employers or educators familiar with your academic or professional experience; one must be from the Office of the Dean or Director of your school of nurse anesthesia and one from a current supervisor;
6. Resume or Curriculum Vitae outlining work experience;
7. Narrative statement covering career goals, reason for pursuing doctorate, life/work experience relevant as part of your educational experience, ability to pursue study during summer, fall and spring semesters;
8. Application form for affiliated hospital school of nurse anesthesia.
9. Application materials are due <u>June 1</u> for fall matriculation to the DNAP: Advanced Specialization Program. Send Application materials to:

Director, Nurse Anesthesia Program of Hartford, 100 Retreat Ave., Suite 403, Hartford, CT 06106-2528	Director, Yale-New Haven Hospital School of Nurse Anesthesia, 1450 Chapel Street, MOB 216, New Haven, CT 06511
Application materials are due <u>June 1</u>	Application materials are due <u>June 1</u>

Preference will be given to those with demonstrated previous course <u>in statistics</u> as evidenced by a transcript.

Due to the sequential nature of the program, transfer credits are not accepted. Students not meeting admissions requirements will not be allowed to take course(s) in the program on a conditional or provisional basis. Conditional or provisional acceptance into the program is not an option.

<u>Item K: Admission Policy for the New MS in Supply Chain and Logistics Management</u>

Passed unanimously at GSC 4-19-18.

Supply Chain and Logistics Management M.S.

Admission Requirements:
Applicants must hold a bachelor's degree from a regionally accredited institution of higher education. Applicants must also have a minimum undergraduate GPA of 2.70 on a 4.00 point scale (where A is 4.00), or its equivalent, and good standing (3.00 GPA) in all post-baccalaureate course work.

The graduate application, application fee, and official transcripts are to be submitted to the Graduate Recruitment and Admissions Office. Official transcripts must be sent directly to the Graduate Recruitment and Admissions Office from each institution attended except Central Connecticut State University.

Applicant Deadlines for the M.S. in Supply Chain and Logistics Management program are as follows:
    August 1 for Fall Semester
    December 1 for Spring Semester

May 1 for Summer Term
International students must apply by the following application deadlines (summer term is not available to international students):
May 1 for Fall Semester
November 1 for Spring Semester

Item L: Policy Changes to Reflect New Commencement Procedures

In response to a request from Dean Fitzgerald's office, we will discuss modifications to current policies regarding to graduation and commencement.
Passed unanimously as modified, sent forward to Grad Studies Committee

http://www.ccsu.edu/grad/resources/files/GRADUATESCHOOLHANDBOOKJUNE_2017.pdf

Section XI: Graduation Procedures

Eligibility for Graduation

Upon completion of all applicable course and capstone requirements for the doctoral degree, master's degree, or sixth-year certificate, student are eligible to receive their degree and to graduate. However, degree award and graduation are not automatic. While a student may have completed all applicable course and capstone requirements for their program, every degree candidate is required to notify the university about program conclusion by filing a graduate-level Application for Graduation form with the School of Graduate Studies. Not submitting an Application for Graduation form in a timely manner may result in failure to receive the appropriate degree for the requested semester. Further, if a degree- seeking student fails to finish all requirements by the completion date indicated on the submitted Application for Graduation, a new application must be filed.

Central Connecticut State University confers degrees three times during the academic year: May, August, and December. Students expecting to receive degrees during any of these periods must complete all applicable program requirements by the last official day of the semester or session in which the degree is to be awarded.

When to Apply for Graduation
Students who anticipate finishing degree requirements during the spring semester (May completion) should submit the Application for Graduation no later than March 1. Students who anticipate finishing degree requirements during the summer sessions (August completion) should submit the Application for Graduation no later than March 15. Students who plan to finish degree requirements during the fall semester (December completion) should submit the Application for Graduation no later than September 15. Graduate-level Application for Graduation forms are available in the office of the School of Graduate Studies and on the graduate website.

All students who have been awarded the previous December or who have submitted an Application for Graduation and expect to receive the Master's degree or Sixth Year Certificate in May or August (~~9 credits or fewer to complete in the summer~~ **3 credits or fewer to complete**) are eligible to participate in the formal University-wide commencement ceremony held in May. Thesis (Plan A)

/ Special Project (Plan C) students must have an approved proposal on file in the School of Graduate Studies and be registered for the corresponding course in order to be eligible to participate in commencement ceremonies. Doctoral students who have completed the degree the previous August, December, or will be completing the degree in May are eligible to participate in the formal University-wide commencement ceremony held in May. Information about commencement ceremonies will be posted on the University website. Students who are on the pending list for graduation will receive notice and then should inform the University whether they plan to participate.