

College of Education and Human Development

“GRAD 999” Graduate Education Policy

Policy Approval Date: November 2013; revised April 2015

Implementation date: For new, entering graduate students beginning fall 2014 and later.

Update: Include DMS (departmental masters: M.Ed., additional licensure, and post-baccalaureate certificate) students fall 2015; update language for PeopleSoft upgrade.

Policy Contact: Brianne Keeney, PhD, Director of Graduate Education Initiatives

GRAD 999 is a zero-credit, zero-tuition registration option intended for graduate students (MEd, MA, MS, MSW, PhD, EdD, post-baccalaureate certificate, additional licensure) to maintain the continuous enrollment registration requirement while completing their degree. MA, MS, PhD, and EdD students are eligible to register for GRAD 999 when they have completed all coursework and (if applicable) thesis credit requirements. MSW, M.Ed, additional licensure, and post-baccalaureate certificate students are eligible to register for GRAD 999 at any point during their program.

While students can register for GRAD 999 to maintain their active student status, they cannot use GRAD 999 to meet any other requirements of the University or external agencies. Students who must maintain full-time status to, e.g., hold an assistantship, defer loans, and/or receive financial aid cannot use GRAD 999 to meet registration requirements.

International students are strongly encouraged to confer with the International Student & Scholar Services (ISSS) office if they are considering GRAD 999 registration.

Graduate programs are strongly encouraged to monitor their students' GRAD 999 registrations via the University's reporting system. GRAD 999 information is updated each semester after the close of the registration period. If a student exceeds the established GRAD 999 restrictions, the program may restrict enrollment by using the N999 student group. Students who have the N999 student group added to their record and try to register for GRAD 999 will receive the following message "Class NOT added. All requirements not met."

All CEHD graduate students (MEd, MA, MS, MSW, PhD, EdD, additional licensure, post-baccalaureate certificate) are limited to two registration terms of GRAD 999. Programs may have more restrictive requirements for GRAD 999 enrollment, which have precedence over this policy.