Plan of Study Policy

Early in the graduate program, each student should confer with the appropriate departmental advisor or major professor to select courses and discuss research interests. Then a Plan of Study should be prepared and submitted to the Graduate School. The Plan of Study form is completed online. The Plan of Study must be submitted at least one term prior to the term in which the student plans to Graduate. No student will be permitted to graduate who fails to submit a Plan of Study. Notification of all changes must be provided before the beginning of the final semester. One to three changes may be made by using the simplified “Change in Existing Plan of Study Form” available at the Graduate School or on the Web. Four or more changes require a new Plan of Study. The student is responsible for carrying out the planned program and for asking the major professor to make necessary changes.