

ACADEMIC POLICIES AND PROCEDURES

! "\$ % & ' () * + , - . / 0 1 2 3 4 5

, * - / < 1 : > / < 2 : + U2 9 : & + + Mm : " ! + : R + 2 < : 9 * (" : 2 # # - 3 . + :
 + U0 + # " / 3 < (' : Q20 *) " @ : & /) : 2 , 9 / < / (" + - : > / < 2) :
 + U2 9 / < 2 " / 3 < (: 2003 - , / < 1 : " 3 : " ! + : (0 ! + , *) + : > 3 - :
 > / < 2) : + U2 9 / < 2 " / 3 < (: > 3 * < , : 2 " :
 ! " " # \$ % - + 1 / (" - 2 - ') * ' + , * ' :
 K : N > : 2 (" * , + < " : ! 2 (" ! - + + : > / < 2) : + U2 9 / < 2 " / 3 < (:
 (0 ! + , *) + , : > 3 - : " ! + : (2 9 + : , 2 @ ? : 2 : - + A * + (" : " 3 :
 # 3 (" # 3 < + : " ! + : + U2 9 / < 2 " / 3 < (0 ! + , *) + , : / < : " ! + :
 9 / , ,) + : 9 2 @ : = + : 9 2 , + ' : Q20 *) " @ : & /) : 1 / . + : + . + - @ :
 0 3 < (/ , + - 2 " / 3 < : " 3 : " ! + : (" * , + < " J (: - + A * + (" :
 K : D < : 2 , . 2 < 0 + : 2 * " ! 3 - / W 2 " / 3 < : > 3 - : , + > + - - / < 1 : " ! + :
 " 2 M / < 1 : 3 > : 2 : > / < 2) : + U2 9 / < 2 " / 3 < : 9 2 @ : = + : 1 / . + < ? : = * " :
 3 <) @ : - 2 - +) @ : 2 < , : > 3 - : (+ - / 3 * (: - + 2 (3 < (: F + ' 1 ' ? :
 9 + , / 0 2) : 3 - : - +) / 1 / 3 * (I ' : B ! + : (" * , + < " : 9 * (" : - + A * + (" :
 " ! + : , + > + - - 2) / < : & - / " / < 1 : / < : 2 , . 2 < 0 + : 3 > : " ! + : > / < 2) :
 2 < , : - + 0 + / . + # + - 9 / ((/ 3 < : > - 3 9 : " ! + : N < (" - * 0 " 3 - ' : B ! + :
 R + 2 < J (: P > > / 0 + : 9 * (" : 2) (3 : = + : < 3 " / > / + , ' :
 K : B ! + :) 2 (" : + U2 9 / < 2 " / 3 < : / < : 2 : 0 3 * - (+ : 9 * (" : = + : 1 / . + < :
 , * - / < 1 : > / < 2) : + U2 9 : & + + Mm : " ! + : R + 2 < : 9 * (" : 2 # # - 3 . + :
 + U0 + # " / 3 < (' : Q20 *) " @ : & /) : 2 , 9 / < / (" + - : > / < 2) :
 + U2 9 / < 2 " / 3 < (: 2003 - , / < 1 : " 3 : " ! + : (0 ! + , *) + : > 3 - :
 > / < 2) : + U2 9 / < 2 " / 3 < (: 2 (: # - / < " + , : / < : " ! + : ; 0 ! + , *) + : 3 > :
 S) 2 ((+ (: # * =) / 0 2 " / 3 < ' : B ! + : > / < 2) : + U2 9 / < 2 " / 3 < : 3 > :
 " ! + : 0 3 * - (+ : / (: < 3 " : " 3 : = + : 1 / . + < : , * - / < 1 : " ! + :) 2 (" :
 & + + M : 3 > : " ! + : 2 0 2 , + 9 / 0 : (+ 9 + (" + - : 3 - : 3 < : (" * , @ : , 2 @ ' :

GRADE A

C: C<(2"/(>20"3-@:
 B! +: >3)3&/<1:03*- (+: ("2"* (+ (:2-+:-+03-, +, :3<:"! +:
 202, +9/0:"-2<(0-/#"?=*":2-+<3":1-2, +('B! +--+2-+:
 <3:A*2)/"@:#3/<("2((30/2"+, :2<, :!"! +--+3-+! 2. +<3:
 /9#20": 3<: ("*, +<"(J: 0*9*)2"/.+: 1-2, +: #3/<":
 2. +21+':
 DC: D*, /"': ;+;S3*- (+:D*, /":#3)/0@:>3-:
 2, , /"/3<2):/ <>3-92"/3<':
 N: S3*- (+:&3-M:/<039#)+"+': ;+;
 N<039#)+"+:S3*- (+:#3)/0@:>3-:2, , /"/3<2):
 / <>3-92"/3<'::
 NH:: N<:H-31-+((': ;+;=)3&:2, , /"/3<2):
 / <>3-92"/3<':
 h:: h"/! , -2&2)'H)+2(+:(++:h"/! , -2&2):
 #3)/0@:>3-:2, , /"/3<2):/ <>3-92"/3<':
 Q3-: B! +(/(: X+(+2-0!?: R/((+-"2"/3<: X+(+2-0!?: 3-:
 H-3V+0":G*/ , 2<0+:03*- (+?:"! +:1-2, +(:3>:_; a:3-:_Ca:
 2-+:(/<+ , :3<)@:/<:"! +:>2):202, +9/0:(+9+("+-':
 Q3-:"! +:1-2, +:3>:_; a:("*, +<"(:9*("!: 2. +039#)+"+ , :
 =3"! : "!" +: 0-+ , /": -+A*/-+9+<": 2<, : "!" +:
 "!" +(/(% , /((+-"2"/3<#%-3V+0": /" (+)>: D)): #-/3-:
 -+1/("2"/3<:&)):=+92-M+ , :&/'! :2("2"* (:3>:_NHa'::
 B! +:N<:H-31-+((:_NHa: ("2"* (:/(:. 2)/ , :3<)@:>3-:>+), L
 =2(+ , :03*- (+(:2<, :/ < , / , / , *2)/W+ , :("*, @:03*- (+(:2:
 , +>/<+ , :=+)3&\$':
 K: S)+-M(! /#:
 K: S)/</02):
 K: N<" +-<(! /#:
 K: YU"+-<(! /#:
 K: H-20"/0*9:
 K: H-+0+#"3-(! /#:

-+A*/-+9+<(':
 /5, 0" , 1%.9##' #1, &1#<' \$#.
 ;2/<": E3*/(: C</ .+-(/"@: /<: ; "': E3*/(: 3>>+-(: "!" +--+:
 02"+13- /+(: 3>: #3("L=2002)2*-+2"+: 2((/("2<"(! /#(':
 B! +: 2((/("2<"(! /#(: 3>>+--+ , /<0)* , +: 2: -2<1+ : 3>:
 (" /#<+ , (? : "*/ /3<: (0! 3)2-(! /#(? : 2<, : !+2)"! :
 /<(*-2<0+ : 03. +21+ : , +#<+ , /<1: *#3<: "!" +: , +1-+>:
)+ .+)? : "!" +: >+), : 3>: ("*, @?: 2<, : "!" +:)<1"! : 3>: "!" +:
 2##3/<"9+<": D((/("2<"(: (#<+ , :2")+2(" :6Z=*": <3:
 93-+:"! 2<:45! 3*-(:#+-: &+M:#+>3-9/ <1:2((/<+ , :
 , *"/+(' : D)): D((/("2<"(: 9*(" : =+ : S)2((/>+ , : #3("L
 =2002)2*-+2"+: ("*, +<"(: 2<, : -+92/<: /<: 133 , :
 ("2<, /<1": D((/("2<"(: 2-+ : +U# +0"+ , : "3: 92/<"2/<: 2:
 0*9*)2"/. +:1-2, +L#3/<":2. +21+>3>:^'55:, *-/<1:"! +:
 202, +9/0:@+2-:3>:2##3/<"9+<":N: ("*, +<"(J:1-2, +:
 #3/<":2. +21+>2))(:=+)3&:2:^'55:, *-/<1:2<@:#3-"/3<:
 3>:"! +:202, +9/0:@+2-: ("*, +<"(:02<:=+:"-9/<2"+ , :
 >-39: "!" +: 2((/("2<"(! /# : =@: "!" +: , +#2-"9+<":
 ; "*, +<"(: 92@: 2)(3: =+ : -+93. + , : >-39: 2<:
 2((/("2<"(! /# : >2!)* -+ : "3: 9+ + : +U# +0"2"/3<(: 3-:
 . /3)2"/<1:#3)/0+(:F* < / .+-(/"@?:>+ , +2)? : +0!:#- /3-:"3:
 "!" +: +<, : 3>: 2:03<"-20": "+-9': D((/("2<"(: 2-+ : "3: =+:
 +. 2)*2"+ , : 2<<*2))@: =+>3-+ : -+<+&2): 3>: "!" +:
 2((/("2<"(! /# : B! +: +. 2)*2"/3<(:2-+ : 03<, *0"+ , :=2(+ , :
 3<:(0! 33)%03)))+1+%0+<"+-:0- /" + - /2'::
 03-92))@?: "!" +: 92U/9*9: <*9=+-: 3>: @+2-(: "!" 2":
 ("*, +<"(: 92@: ! 3) , : 2<: 2((/("2<"(! /# : /(: "&3: @+2-(:
 &! /)+#*-(*/<1:2:] 2("+-J(: , +1-+>2<, :> / .+ : @+2-(: /<:
 2: R30"3-2): #-31-29?: /<0)* , /<1: (*99+-(' : N<: "!" +:

GRADUATE ASSISTANTSHIPS AND FELLOWSHIPS

;2/<": E3*/(: C</ .+-(/"@J(: 1-2, *2"+: >+))3&(! /#?:
 2((/("2<"(! /#?: 2<, : (0! 3)2-(! /#:#-31-29(:2-+ : 92, +:
 #3(/=)+: "!" -3*1! : C</ .+-(/"@: -+(3*-0+(: 1-2<"(? :
 /<, / , / , *2): , 3<3-(?:03-#3-2"/3<(:>3* < , 2"/3<(:2<, :
 2)*9</'::
 D)): 1-2, *2"+: ("*, +<"(: ! 3) , /<1: 2##3/<"9+<": 2(:
 0+))3&(: B-2/<+>(: 3-: G-2, *2"+: D((/("2<"(: 2-+:
 03<(/ , +> , :>*)L"/9+:-+12-,)+((: 3>:"! +: <*9=+-: 3>:
 0-+ , /"(: +<-3)) , : F/'+'?: 2: ("*, +<"(: 02<: ! 2. +: >+&+>:
 "!" 2<: f: 0-+ , /"(: &! /)+: =+ /<1: >*)@: >* < , + , /': B! /(:
 9+2<(: "!" 2":2("*, +<": , 3+(:<3":! 2. +:"3:* (+:"! +>*)
 68:3-:46:0-+ , /"(:2))302"+ , :3<:2<:2((/("2<"(! /# : />:"! +:
 ("*, +<": , 3+(: <3": <+> , : 2))): 3>: "!" 3(+: 0-+ , /"(:
 R/((+-"2"/3<?: "!" +(/(? : 2<, : #-3V+0": 1*/ , 2<0+ : 0-+ , /"(:
 02<:=+ , / , / , + , : /<"3:9*)"/#)+:(+9+("+-(:3:-+20! : "!" +:
 -+A*/-+ , : 0-+ , /"(: N<" +-<2"/3<2): ("*, +<"(: 3<:
 2((/("2<"(! /#(:>+))3&(! /#(: 3-:"-2/<+>(! /#(: , 3: <3":
 ! 2. +: "3: =+ : +<-3)) , : f: 0-+ , /"(: "3: 9+ + : . / (2:

>20*)"@?: "+20! /<1: 2((/"2<"(: 03<0* --+<")@: , +. +)3#:
"+20! /<1: (M/))(: 2<, :2:, ++#+-: *<, +-("2<, /<1:3>:"! +:
, / (0/#) /<+':

D: 0%" 12", 3&; 343"%+9&' 44*4, "-, : 92@: =+ :>* <, +, :=@:
"! +: C</ . +-(/"@:3-:=@:2<:+U"+-<2))@:>* <, +, :-+(+2-0! :
#-3V+0": N<: +/"! + -: 02(+?: ("*, +<"(: 2-+: 2((/1<+, : 2:
-2<1+:3>:, *"/+(:(*0! :2(:)/=-2-@:(+2-0! +(?>/+), :&3-M?:
)2=3-2"3-@: +U#+- /9+<"(? : 2<, :#-+#2-2"/3<: 3>: 1-2<":
2##)/02"/3<(: 2<, : #-3#3(2)(: (3: 2(: "3: 12/<:
#-3>+((/3<2): (M/))(: /<: -(+2-0! : &! /0! : 039#)+9+<":
#3("L=2002)2* -+2"+: +, *02"/3

D. + -21+ :2 (:>3))3 & (\$:
; *992:0*9:)2* , +\$:
] 21<2:0*9:)2* , +\$:

^'g5:2< , :1-+2"+-:

"3:"! +:92V3-: >/+), ':D12/<?:<3:93-+:"! 2<:"+<:0-+, /"(:
/<:"3"2):92@:=+: "2M+<:2":"! +:l 555L)+. +)':

O3:] 2("+-J(: , +1-++: #-31-29: 92@: /<0)*, +: 93-+:
"! 2<: (/U: 0-+, /"(: /<: X+(+2-0! : B3#/0(: FZg75l: 3-:
G-2, *2"+: X+2, /<1: FZg85l?: 3-: 2: 039= /<2"/3<:
"! +-+3>:] 2("+-J(: , +1-++: ("*, +<(" : 92@: <3": +<-3)):
/<:*<(" - *0" *-+, : * <, +-1-2, *2"+:03* -(+&3-M':

K%##, 5: <LB((-#.K%M" '5%+ %&1.
N<, /./, *2):] 2("+-J(: , +1-++: #-31-29(: 92@: ! 2. +: 2:
-+A*/-+9+<:"3>:"-2<()2"/3<:#-3>/0/+<0@:/<:2:>3-+/1<:
)2<1*21+?: ("2"/("0(? :039#*" +-.:)/"-20@?:3-:"! +:)/M+':
; "*, +<(":(+M/<1:"-2<()2"/3<:(M/))(:2-+:+<03*-21+, :
"3: +<-3)):/<: 03*-(+(: /<: "! +: R+#2-"9+<:" 3>:
E2<1*21+(: E/"-2"*-+(: ? : 2<, : S*)"*-+(: , +(/1<+, :
(#+0/>/02)@: >3-: "! +9': X+(+2-0! L"33): #-3>/0/+<0@:
92@: =+: , +93<("-2"+, : "! -3*1! : +U29/<2"/3<: />:
#+-9/"", : =@: "! +: 92V3-: >/+), ': D--2<1+9+<(" : >3-:
2, 9/</"-2"/3<: 3>: (*0! : 2<: +U29: 2-+:"! +:
-+ (#3<(/ = /) /" @: 3>:"! +: 92V3-: >/+), ':

/5, 0", 1' (&.K%M" '5%+ %&1#..
] 2("+-J(: , +1-++: ("*, +<(" : 2<"/0/#2"/<1: "! +: >/<2):
202, +9/0:"+-9:9* ("> /)+:2<:2##)/02"/3<:>3-:, +1-++':
B! +: 2##)/02"/3<: 9* (" : =+: 039#)+ "+, ? : =@: 2: (+": , 2"+:
/<:"! 2":>/<2): "+-9': ; *=(+A*+<")@ 2 -235767m/TT6 16 3 (2 -235767m/TT6 16 -1")10 (33 ((0)8 ("7m/2 () -83 2 15 586.0 (3) 3

--A*/-+9+<"(': B! +: -(+2-0! : 9+<"3-?: 2<, : 92V3-L
 >/+), : 0! 2/-#+- (3<: 3-: #-31-29: , /-+0"3-?: D((30/2"+:
 R+2<:3-:S+<"+-:R/-+0"3-?:2<, :!"! +:D((30/2"+:H-3. 3(":
 >3-:D02, +9/0:D>>2/-(:9*(":2##-3. +:"! +:#+"/"3<':D:
 92U/9*9: 3>: "&3: +U"+<(I3<(: =+@3<, :!"! +: <3-92):
 "/9+: "3: , +1-++: &I)): =+:#+-9/"", ' : YU"+<(I3<(: 2-+:
 1-2<" +, :>3-:3<+:02)+<, 2-:@+2-?:=*":02<:=+1/. +<:>3-:
)+((/>:"! +: ("* , +<": I(: 3<)@: 9/((I<1: 2: , +>+<(+: 3-:
 +U29: , 2"+': D##-3.2): I(: 20039#2</+, : =@: "! +:
 --A*/-+9+<": 3>: +<-3))9+<": I<: 3<+: 2, , I"/3<2):
 R/((+-"2"/3<:X+(+2-0! :0-+, I":#+-:(+9+("+-:F=+@3<, :
 "&+). +?:&! /0! :(! 3*), :! 2. +:2)-+2, @:=++<:"2M+<I'::

HOLDS ON REGISTRATION

B! +: C</.+-(/"@: 92@: =)30M: "! +: -+1/("-2"/3<: 3>:
 92"-/0*)2"+, :("*, +<":(=#)20/<1:2<:202, +9/0:! 3), :
 3<:"! +/:- -+03-, :>3-: 3<+: 3>: (+. +2): -+2(3<(: F+'1':
 <3<L#2@9+<": 3>: "*" /"3<?:)/= -2-@: =33M(: <3":
 -+"* -<+, ? : /3)2"/3<: 3>:"! +: 92<, 2"3-@: 03<"/<* 3*(L
 +<-3))9+<": --A*/-+9+<"? : +U#/-2"/3<: 3>: "/9+: "3:
 , +1-++?:+"0I'::

--+1/("-2"/3<(: 2-+: "3: =+: 93</"3-+, : =@: "! +: 92V3-:
>/+), (':

LEAVE OF ABSENCE (LOA)

D:)+2. +:3>:2=(+<0+:3>>+-(("*, +<"(:!" +:3##3-"* </"@:
"3:)+2. +: ;2/<": E3*/(: C</+. +-(/"@: "+9#3-2-/)@?: <3:
)3<1+:-!"! 2<:3<+:02)+<, 2-:@+2-?:2<, :-+"* -<:&/!"! 3*":
-+2##)@/<1:"! -3*1!:2, 9/((/3<':

Q3-: ("*, +<"(: "3: =+: #)20+, : 3<: 2:)+2. +: 3>:2=(+<0+:
"! +@:9*("\$:

K: ; * =9/" :039#)+"+, :H+/" /3<: >3-:E+2. +:3>:D=(+<0+:
2<, :

K: X+0+/. +:2##-3. 2):=@:"! +/-.03))+1+:3-:(0! 33)':

R*- /<1:"! +:)+2. +:3>:2=(+<0+?:("*, +<"(\$:

K: X+"2/<:"! +:1-2, *2"/3<:-+A*/-+9+<"(:>-39:"! +:
C<, +-1-2, *2"+:S2"2)31:3>:"! +/-.@+2-:3>:
2, 9/((/3<?:

K: X+"2/<:"! +/-.; EC'YRC:+92/):2003* <"?:200+((:"3:
9@; EC'()*'+, *:2<, :200+((:"3:"! +:)/=-2(:0+:+ 9@K57R*57R*#Qq0. 2BRQq! "

(UNDERGRADUATE)

C<, +-1-2, *2"+: ("*, +<"(: 92@: +<-3)): /<: 03*- (+(:
 <*9=+-+, : Z555: 2<, : 2=3. +: #-3./, +, : 2)): 3>: "! +:
 >3))3&/<1:03<, /"/3<(:2-+:9+"\$:

K: ; "*, +<"(:9* (":=+:0)2((/)/+, :2(:(+</3-('H)+2(+:
 (+:S)2((/)/02"/3<:#3)/0@:>3-:2, , /"/3<2):
 /<>3-92"/3<':

K: H-+-+A*/(/"+(:>3-:+20!:03*- (+:/<:A*+("/3<:9* (":
 =+:>*)>/))+, :#-/3-:"3:"! +:>/-("9++"/<1:3>:"! +:
 03*- (+':

K: ; "*, +<"(:9* ("!: 2. +:2"):)+2("2:^'55:0*9*)2"/. +:
 1-2, +:#3/<":2. +-21+':

K: ; "*, +<"(:92@:<3"+<-3)): /<: 93-+:"! 2<:2:"3"2):3>:

, 3<+:"3:+U0)*, +:"!+:0-+, /"(:>3-:"!+: -+#+2"+, :
03*-(+':
K: B! /(:-*):+2##)/+(:&!+"!+-:3-:<3":("*, +<"(:
-+0+/.+, :2/, :>3-:+2-)/+-:+<-3))9+<"(/<:"!+:
03*-(+':

RESEARCH-PHASE REGISTRATIONS

--A*("+, ': B! +: 0399/"++: 0! 2/-: 2<, : "! +:
, + #2-"9+<": 0! 2/-: 9*(": 2##-3. +: "! +: -+A*("': N>:
2##-3. +, ?:"! +: 2*"! 3-:"! +<: 03<"20"(:H-3n*("%C] N:
"3:<3"/>@:"! +9:3>:"! +: +U" +< (/3<': :

-+1/("-2-r ()*' +, *':
; "*, +<"(: 92@: =+: 2(M+, : "3: #-3./, +: 2: (@))2=* (:
03<"2/</<1: 2: &-/" +<: , + (0-/#"/3<: 3>: "! +: 03* - (+F(1:
>-39: "! +: 3"! + -: /< (" / "*" / 3 < ': :
B-2<(>+ -: 0-+, /": 92@: =+: 2&2-, +, : >3-: &! /0! : ; 2/<" :

+U#+0"+, : 039#)+"/3<: , 2"+: 3>: "! +: pDL2##-3. +, :
#-31-29:3-:132)' : p+"-2<: ("*, +<": 9*("#-39#")@:
/<>3-9: "! +: 0+-"/>@/<1: 3>>/0/2): /<: "! +: P>>/0+: 3>: "! +:
C</ . +-(/"@:X+1/(" -2-?:R*` 3*-1:[2])?:X339:44?:3>:2<@:
0! 2<1+(/<: ("2"*(: "! 2": 9/1!": 2>>+0": =+<+>/"(':
Q2/)*-+: "3: -+#3-": (*0!: 0! 2<1+(02<: -+(*)": /<:
3. +-#2@9+<": (2<, : 3"! +:-: 039#)/02"/3<(: /<: -+0+/#":
3>:=+<+>/"(':

@'&' + " + .! 1, &0, 50#. ; (5./WWW.X'--.! 1" 0%&1#.
D(: 2: -+(*)": 3>: +("2=)/(! +, : pD: 9/</9*9: ("2<, 2-, (:
>3-:(0! 33):2""+<, 2<0+?:. +"+-2<(:(! 3*), :=+:2&2-+:3>:
"! +: >3))3&/<1: -+1*)2"/3<(:? &! /0! : 13. +-<:
0+-"/>/02"/3<:=@:"! +: C</ . +-(/"@: 2<, : 200+#"2<0+: 3>:
"! +: 0+-"/>/02"/3<:=@:"! +: p+"-2<J(:D, 9/</(" -2"/3<\$:

K: p+"-2<:("*" , +<": (&! 3:0+2(+:2""+<, /<1?:=*":&! 3:
, 3:<3":3>>/0/2))@:&/"! , -2&:>-39:0)2((:3-:>-39:
"! +:C</ . +-(/"@?:&/)):=+:-+#3-+", :2(:<3":92M/<1:
(2"/(>20"3-@:#-31-+(:':

K: B! +:pD:&/)):=+:<3"/>/+, :>3-:"! +:>3))3&/<1:
-+2(3<(:?2<, :2<:3. +-#2@9+<":92@:=+0! 2-1+, :
212/<(":"! +:. +"+-2<\$:

:

