

each semester of enrollment. Full-time study includes 12 weighted academic units of approved prerequisite, corequisite, or graduate program courses. (Note: Graduate 200-series courses have a weighting factor of 1.5 per course unit.)

- Using the definitions for full-time student status, international graduate students are advised to work closely with their faculty adviser to plan a program of full-time study for each semester of enrollment.
- Graduate program coordinators should not admit international students to their programs in those instances in which a sufficient number of courses are not expected to be available during each semester of enrollment in the program.

### Maximum Study Load

Graduate courses require substantially more concentrated study than do undergraduate courses. A normal load is from 9 to 12 units, and the maximum allowable load is 16 units for full-time graduate degree students when one or more courses in the 200 series are included. Requests for exceptions to this policy must be addressed to the Graduate Division during the registration period on a *Graduate Student Petition for Academic Overload*. The form is available online at [www.csufresno.edu/gradstudies](http://www.csufresno.edu/gradstudies) under the "Forms" link, then "Enrollment/Registration." Students employed full time may take a maximum of 6 units.

### Application for Graduate/Postbaccalaureate Admission

Students are encouraged to plan and apply for graduate admission as early as possible. Completed applications are considered as they are received and thus there are many benefits to applying early. For example, it is often the case that available financial awards such as teaching assistantships and other financial aid resources, which are limited in number, may be granted only to the early applicants. Be aware, too, that a decision on an incomplete application is likely to be delayed. In many instances this occurs when required supporting documents such as official transcripts, scores from standardized tests (GRE, GMAT, MAT) or materials the program requires are not received. Applicants are advised to ensure that these materials are requested and forwarded prior to or at the same time as the submission of their application. The Graduate Admissions Office (located in Joyal Administration Building, Room 121)

may be consulted during the time applications are being considered at 559.278.4073. For information on the status of an application, students may access the university Student Center at MyFresnoState, [my.csufresno.edu](http://my.csufresno.edu). Prospective master's, credential, and advanced certificate students apply to the university online at <http://csumentor.edu> using the Graduate and Postbaccalaureate Application. Students need to be aware that most graduate degree programs, certificates of advanced study and credential programs require additional information prior to consideration for admission into a specific program. Students will be informed and directed to the appropriate place for submitting these additional admission materials within the [csumentor.edu](http://csumentor.edu) application process. Those interested in a second undergraduate degree should also apply through <http://csumentor.edu> using the Graduate Postbaccalaureate Application.

### Limitation of Graduate Enrollment

Admission to postbaccalaureate/graduate studies must be restricted to the number of students for whom an effective education can be provided by staff, facilities, and funding available at California State University, Fresno. The university may limit postbaccalaureate/graduate enrollment on the basis of the academic field and the relative aptitude of the applicant, based on approved admissions criteria

### University Admission

Graduate and postbaccalaureate applicants may apply for a degree objective, a credential, or certificate objective. Depending on the objective, the CSU will consider an application for admission as follows:

**General Requirements** – The minimum university requirements for admission to graduate and postbaccalaureate studies at a California State University campus are in accordance with university regulations as well as Title 5, chapter 1, subchapter 3 of the California Code of Regulations. Specifically, at the time of enrollment, a student shall (1) have completed a four-year college course of study and hold an acceptable baccalaureate degree from an institution accredited by a regional accrediting association, or have completed equivalent academic preparation as determined by appropriate campus authorities; (2) be in good academic standing at the last college

or university attended; (3) have attained a grade point average of at least 2.5 (A=4.0) in the last 60 semester (90 quarter) units attempted; and (4) satisfactorily meet the professional, personal, scholastic, and other standards for graduate study, including qualifying examinations, as appropriate campus authorities may prescribe. In unusual circumstances, a campus may make exceptions to these criteria.

Students who meet the minimum requirements for graduate and postbaccalaureate studies may be considered for admission in one of the following categories:

**Postbaccalaureate Classified** – Persons wishing to enroll in a credential or certificate program, will be required to satisfy additional professional, personal, scholastic, and other standards, including qualifying examinations as prescribed by the campus; or

**Graduate Conditionally Classified Standing** – Students may be admitted to a graduate degree program in this category if, in the opinion of the appropriate campus authority, the student can remedy deficiencies by additional preparation, including the completion of prerequisite requirements.

**Note:** Graduate degree students who have been granted conditionally classified admission to a graduate program are required to complete all conditions for achieving classified standing (full admission) to the program by the semester in which a maximum of one-third of the units to be used toward the graduate degree is completed. (*Exception:* Rehabilitation Counseling requires classification by the completion of 10 program units.) Failure to attain classified graduate standing in a timely manner as outlined in this catalog may result in the loss of units to be applied toward the degree since excess units may not be listed on the Petition of Advancement to Candidacy.

A master's student is expected to attain classified graduate standing either at admission or during the first semester of studies. Candidates for classification are expected to possess a minimum 3.0 postbaccalaureate cumulative grade point average.

Doctoral students should consult the appropriate doctoral program guidelines for information regarding obtaining classified standing.