

## Time Limitations and Validation

Exclusive of prerequisite coursework, a period of five years is allowed for the completion of all requirements for the master's degree. This time limit is indicated for each student on the approved advancement to candidacy petition. A student whose program has been interrupted by military service should consult the dean of the Division of Graduate Studies about provisions for military extensions. Outdated coursework will not be approved for inclusion on the Petition of Advancement to Candidacy at the time formal approval of the petition is granted. Those courses completed more than five years before the date for completion of all requirements for the master's degree cannot be used to meet total unit requirements except through validation as follows:

Out-of-date coursework may only be validated if such work has been previously approved on this Petition of Advancement to Candidacy. A maximum of one-third of required degree units may thus be validated by such means as are recommended by the department and approved by the graduate dean. Coursework from other institutions may not be validated.

## Grade Requirements

All graduate students will be held to the scholarship standards listed under *Academic Regulations*. The following provisions also apply to master's degree programs.

A student admitted to a master's degree program in conditionally classified or classified standing is required to maintain a minimum grade point average of **B** (3.0) on all work taken subsequent to admission to the program.

No course with a grade below **C** may apply on an approved program for the master's degree.

To be eligible for advancement to candidacy, a student must have earned at least a **B** average (overall, program, and California State University, Fresno) on all coursework completed after the date of embarking on the first course to be included in the master's degree program.

To be eligible for enrollment in the thesis or project, a student must have been advanced to candidacy and must have maintained a minimum overall Fresno State and program grade point average of **B**.

To be eligible for the granting of the master's degree, a student must have maintained a **B** average on his or her complete approved program as well as on all courses taken, beginning with the first term listed on the Petition of Advancement to Candidacy.

To be eligible to receive the master's degree *with distinction*, a student must have earned at least a 3.9 grade point average on all coursework taken from the first semester of the approved master's degree program. A minimum GPA of 3.9 must also be attained on the approved program to qualify.

## Appeals and Petitions

Graduate (master's degree) students wishing to request substitutions or modifications in a department's degree requirements should initiate their request through the department's graduate committee. Requests for exceptions to established university policies governing graduate study may be addressed to the dean, Division of Graduate Studies and also to the university Graduate Committee. Grade protests must be submitted to the Student Academic Petitions Committee through the director of advising services according to university policy. Information concerning grade protest procedures and dispute resolution is available in the Office of the Dean of Student Affairs.

**Enrollment in Graduate-level (200-297) Courses.** Enrollment in graduate-level (200-297) courses is limited to those who have been officially admitted to a graduate degree, advanced certificate, or credential program. However, there is a special program for last-semester undergraduate seniors who want to enroll in 200-level courses. All criteria listed on the *Undergraduate Petition to Enroll in Graduate (200-level) Courses* must be met. This petition, available from the Division of Graduate Studies, should be filed prior to the semester in which the student desires enrollment in 200-level course(s).

## Application for the Master's Degree to be Granted

An application for the master's degree to be granted (which includes the graduation fee payable at the Cashier's Window in Joyal Administration Building) must be filed within the first two weeks of the semester in which the work is to be completed. In addition, applicants must be enrolled (see *Continuous Enrollment*). During the summer, the application should be filed before the end of the third week of the first summer session. (See *Academic Calendar and Fees and Expenses* in this catalog and the *Schedule of Courses*.) Graduation application forms are available in the Division of Graduate Studies office. Prior to filing a request for the master's degree to be granted, the student should check with the graduate adviser of the master's program concerned in order to ensure that all program requirements have been, or will soon be, completed.

Once all requirements for the degree to be granted have been met, it is the student's responsibility to ensure that all necessary paperwork, including the Master's Degree Clearance form, is submitted to the Division of Graduate Studies by the published deadlines. Diplomas for those completing degree requirements will be awarded approximately two to four months after the end of the semester or final summer session.

Failure to complete requirements for the degree during the semester (or summer) of the application necessitates the filing of a new application, including a reapplication fee, for the term of actual completion. Such reapplication is subject to the same time schedule as the original application.

## COURSE

### Graduate Studies (G S)

**300T. Topics in Graduate Studies (1-3; max total 12)**

Topics related to the nature of graduate education, to the purpose and background of research and scholarly activity in the graduate enterprise, including participation in aspects of ongoing research conducted by faculty.