

Graduate School Overview for Students and Advisors

All graduate advisors and students should be familiar with the graduate school policies listed at: <http://bulletin.auburn.edu/thegraduateschool/> and <http://graduate.auburn.edu/current-students/>. More specific details to the summary below can be found online.

Registration

- All degree-seeking graduate students must be continuously enrolled, which is defined as registration for a minimum of one credit hour in at least two semesters in a given academic year (fall, spring, summer).
- To be classified as a full-time student, graduate students must enroll in 9 credit hours per semester otherwise enroll in GRAD 7AA0/GRAD 8AA0 with concurrent enrollment for a minimum of one hour of 7990/8990. Enrollment in GRAD 7AA0/GRAD 8AA0 requires the completion of the form available at the Graduate School or at www.grad.auburn.edu. International students are required to maintain full-time status, but domestic students are not. Do not use POUL 7990/8990 and FDSC 7990/8990 in large amounts to enable full-time status; this is the purpose of GRAD 7AA0/8AA0.
- The maximum course load is 16 hours per semester (14 in the summer term) including undergraduate courses.
- Graduate students on an assistantship must be enrolled for at least 1 credit hour.
- Students must register for at least 1 credit hour during the term in which they take their examinations, defend their thesis/dissertation, and complete degree requirements (including summer term).
- Students on a tuition fellowship must recognize that all courses count toward the maximum benefit. Do not overuse POUL 7990/8990 and FDSC 7990/8990.

Transfer Credit

- With proper approval, 6 credits of graduate course work may be transferred into a student's master's degree from another institution (24 credits must be completed at Auburn). The total number of credit hours that may be transferred from another accredited institution towards a doctoral degree must be less than 50% of the credit hours listed on the Plan of Study. Refer to <http://bulletin.auburn.edu/thegraduateschool/registration/#TransfertoaDifferent> for additional details.
- Generally, course work must have been completed within the time limits of the degree.

Master's Degrees

- Advisors and master's students should review the basic information together found at: <http://bulletin.auburn.edu/thegraduateschool/themastersdegreeprogram/> and <http://graduate.auburn.edu/current-students/masters-completion-checklist/>.

Doctoral Degrees

- Advisors and doctoral students should review the basic information together found at: <http://bulletin.auburn.edu/thegraduateschool/doctoraldegrees/> and <http://graduate.auburn.edu/current-students/doctoral-completion-checklist/>.

Academic Progress

- To receive a graduate degree at Auburn University, a student must earn a cumulative GPA of 3.0 on a 4.0 scale on all courses carrying graduate credit. No grade below C is acceptable for credit toward a graduate degree.
- Each graduate course in which a grade below C is received must be repeated at Auburn University whether or not it is listed on the student's Plan of Study.
- If at the end of any semester the cumulative graduate GPA falls below 3.0, the student will be placed on **academic probation**. If it remains below 3.0 after the next 11 credit hours of graduate enrollment (both graded and ungraded) or two consecutively enrolled terms (whichever comes first), the student will be placed on **academic suspension**. Students on academic suspension may not hold a graduate assistantship. The student may be readmitted only after completion of a remediation plan recommended by the academic unit and approved by the Dean of the Graduate School. Refer to the Graduate School for additional details.

Graduation Deadlines

- The **plan of study** should be submitted within the first year, but must be submitted prior to initiating the graduation check. Guidelines for completing the plan of study are found at: <http://graduate.auburn.edu/current-students/degreeworks-plan-of-study/>.
- A **graduation check request** must be submitted to the Graduate School prior to the semester of expected graduation. Graduation day is the official last day of each semester and is the deadline for approved plans of study and graduation checks for graduation the following semester.
- Students who have completed a graduation check for a previous term must notify the Graduate School of pending graduation before the 15th class day of each subsequent semester.
- Students should check the graduate school calendar (<http://graduate.auburn.edu/current-students/graduate-school-calendar/>) for specific deadlines regarding examinations, the final defense (submitting forms) and thesis/dissertation (uploading electronic version).