

**Graduate Policy Committee**  
**March 19, 2009**  
**10:00 a.m., MH 243**

**AGENDA**

- 1) Welcome and call to order
- 2) Approval of the minutes from 03/05/2009
- 3) Review of graduate certificate program constraints: (3 yr limit; B- or better; no substitutions)
- 4) Shared credit in dual, joint, and accelerated programs
- 5) Adjournment

Type of Change		Normal deadline	Policy petition deadlines
Withdrawal	standard withdrawal	by term withdrawal deadline (~mid-term)	
	medical withdrawal		application within 1 year from end of W term (noted in policy; recorded as WM; approval within 6 months refunds tuition)
	late withdrawal		application within 1 year from end of W term (noted on the form; recorded as WP or WF)
"Drop"		by official course drop deadline (within first week of classes)	petition within 6 months of end of term affected (with all supporting documents) (deadline noted on the form) (exten circumstances: sickness, death, military, admin error)
"Add"		by official course drop deadline (within first week of classes)	petition within 2 weeks of beginning of classes (deadline noted on the form) includes "swaps" (combined add/drop)
Grade change	degree conferred	not allowed	petition submitted 45 days after degree conferral until graduation, if justified
	no degree conferred	by next major semester	
	Incomplete resolution	the earlier of: within 1 calendar year of term end; OR prior to graduation	