GRADUATE PLAN OF STUDY - Masters, Specialist

This form is a guide that officially defines your graduate degree program.

Graduate School
107 Jardine Hall
(316) 978-3095

→**VIEW THE DEADLINES**: www.wichita.edu/graduationdeadlines

☐ ORIGINAL PLAN (first plan submission)
☐ REVISION (changes to previously approved plan)
☐ CERTIFICATE (this is a certificate Plan of study)

Name _____ *myWSU* ID _____

Email Address _____ Phone Number _____

Major Code _____ Completion Code or Track and Option _____

(Grad Coordinator: Please include completion code or describe completion track and option – e.g. Social Sciences track, Thesis option)

Instructions:

- Meet with your advisor to determine the coursework you need to complete for your chosen track or concentration upon completion of your second semester of degree work.
- Fill out the front and back of this form, get Advisor/Coordinator signatures, then return it to the Graduate School for final review/approval.
- The original plan should be submitted upon completion 2 semesters. However, if not submitted prior to your planned semester of graduation, the original plan of study is due on the Application for Degree deadline (20th day of classes in Fall/Spring, 10th day in Summer)
- List ALL required courses. Excess hours are not permitted.
- TRANSFERS & Credit for Prior Learning (CPL): List course number & name, transfer institution & state as shown on transfer transcript (or CPL information from approval). A quarter hour is equal to 2/3 of a semester hour. Transfer hours or CPL are not included in the GPA. CPL is only used when approved by Graduate Council.
- REVISIONS: Identify additions (A) & deletions (D) to previously approved plan.

Regulations:

- 60% of the total WSU hours must be numbered at the 700 level or above (note that some programs have removed this requirement).
- No grade lower than a "C" (generating 2.00 grade points) is acceptable on a Plan of Study.
- Approval of a course on a plan of study comes with the expectation that that course will be completed with a grade of "C" or better. If a lower grade is already in place at the time the plan is approved, approval implies that the course will be repeated with an acceptable grade.
- In order to meet requirements to graduate, students must achieve a 3.00 GPA on both the Plan of Study **and** in the cumulative graduate GPA at WSU.
- Beginning with the Fall 2019 catalog year, all degree students must complete their program's **Applied Learning Requirement** in order to graduate. These will appear in the degree audit. If they do not, please consult with your advisor for details of what must be completed.

Language/Tool Requirements (NOT part of the plan hours): _____

Professional/Scholarly/Integrity Training: ☐ **COMPLETED** Completion Date: _____
☐ **Not Yet Complete** Expected Completion date: _____

Identify all REQUIRED TERMINAL ACTITIVES: ☐ NO TERMINAL ACTIVITY coursework only

All Terminal Activities require submission of a signed department completion memo to the Grad School office NO LATER than the Degree Completion Deadline. (see above: "View the Deadlines")

Comprehensive Exam	_____ written _____ oral
Portfolio, Project or Directed Study Exam	_____ written _____ oral
Internship or Practicum Exam	_____ written _____ oral
Thesis or Dissertation Defense	_____ defense & pdf submission
Recital or Exhibition	_____ performance
Other (identify)	_____

Committee (Please type or print names)

_____, Chair

_____, Member

_____, Member

_____, Member

_____, Member from outside the major department

Grad School office:

Program: _____
Major/comp: _____
Catalog: _____
Registrar: _____/____/_____ ____

GRADUATE PLAN OF STUDY **APPROVED hours will be considered part of the degree requirements.**

Please list CORE PROGRAM REQUIREMENTS first.		**Include comments or committee revisions as needed.**					
Revision: A(Add) D(Delete)	**Course #**	**COURSE TITLE (or description)**	**HRS**	**Grade***	**SEM/YR** (approx. is fine)	**Transfer (or CPL) Institution & State**	Identify program requirement if subbing for a CORE course.
		TOTAL →	0	**EXCESS HOURS ARE NOT PERMITTED** (up to two extra hours may be allowed, see your advisor)			

***Note: No grade lower than a "C" (2.00 points) can be used in a graduate degree program. Some programs may require a higher grade for specific core or professional activity courses. Approval of the Plan indicates the courses are approved with the expectation of achieving acceptable grades in all courses.**

Plan of Study approved by:

Student _____ Date _____

Advisor _____ Date _____

Graduate Coordinator or Department Chair _____ Date _____

Graduate School _____ Date _____

rev: 02/10/2020