GRADUATE SCHOOL POLICIES

The Graduate School’s Academic Policies and Procedures (https://grad.wisc.edu/acadpolicy/) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

MAJOR-SPECIFIC POLICIES

PRIOR COURSEWORK

Graduate Work from Other Institutions

With program approval, students are allowed to count no more than 17 credits of graduate coursework from other institutions. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison Undergraduate

Up to 7 credits numbered 700 or above from a UW–Madison undergraduate degree are allowed to count toward the degree.

UW–Madison University Special

With program approval, students are allowed to count no more than 15 credits of coursework numbered 400 or above taken as a UW–Madison Special student. Coursework earned five or more years prior to admission to a master’s is not allowed to satisfy requirements.

PROBATION

A grade of C or lower in a core course will result in the student being placed on academic probation. This is removed after the next grade of B or better in a core course. Grades of C or lower in two or more core courses will result in dismissal.

A semester GPA below 3.0 will result in the student being placed on academic probation. This will be removed if the student attains a GPA of 3.0 or above in the subsequent semester.

ADVISOR / COMMITTEE

All students will be assigned a mentoring committee consisting of the student’s advisor and two other faculty members. Students are strongly encouraged (but not required) to meet with their mentoring committees twice a year.

CREDITS PER TERM ALLOWED

15 credits

TIME CONSTRAINTS

Master’s degree students who have been absent for five or more consecutive years will be dismissed from the program.

GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

• Graduate Assistantship Policies and Procedures (https://hr.wisc.edu/policies/gapp/#grievance-procedure)
• Hostile and Intimidating Behavior Policies and Procedures (https://hr.wisc.edu/hib/)
  • Office of the Provost for Faculty and Staff Affairs (https://facstaffprovost.wisc.edu/)
• Dean of Students Office (https://doso.students.wisc.edu/) (for all students to seek grievance assistance and support)
• Employee Assistance (http://www.eao.wisc.edu/) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
• Employee Disability Resource Office (https://employeedisabilities.wisc.edu/) (for qualified employees or applicants with disabilities to have equal employment opportunities)
• Graduate School (https://grad.wisc.edu/) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
• Office of Compliance (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)
• Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

OTHER

University fellowships or departmental assistantships are offered, contingent on satisfactory progress. The length of guaranteed student support is four continuous years for those with no prior graduate work. Three continuous years of funding are guaranteed for those with one year or more of prior graduate work. It is almost always the case that students remain fully funded through their thesis defense.