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.

### GRADUATE SCHOOL POLICIES

The Graduate School regularly reviews the record of any student who is on academic probation with a hold on future enrollment or in being suspended from the PhD program. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

#### PRIOR COURSEWORK

**Graduate Work from Other Institutions**

No coursework from other institutions may be applied toward the minimum graduate coursework requirement, the minimum graduate degree credit requirement, or the minimum PhD program requirement except in rare circumstances that require approval from the PhD Program Chair. Coursework earned more than 5 years prior to admission to the PhD program may not be used to satisfy degree credit minimums.

**UW–Madison Undergraduate**

Doctoral students may apply up to 6 credits with the graduate attribute, obtained as UW-Madison undergraduate students, toward the PhD program statistics or methods requirements, with approval from the PhD Program Chair. Coursework earned more than 5 years prior to admission to the PhD program may not be used to satisfy degree credit minimums.

**UW–Madison University Special**

Doctoral students may petition to apply up to 12 credits with the graduate attribute, obtained as UW–Madison University Special student or as a UW-Madison graduate student in another graduate program, toward the PhD program minimum degree requirement and the minimum graduate degree credit requirement. Courses without the graduate attribute, taken as a UW-Madison University Special student or a UW-Madison graduate student in another graduate program, must be approved by the PhD Program Chair. Coursework earned more than 5 years prior to admission to the PhD program may not be used to satisfy degree credit minimums.

#### PROBATION

The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

#### ADVISOR / COMMITTEE

Every graduate student is required to have an advisor. An advisor is a faculty member, or sometimes a committee, from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. In many cases, an advisor is assigned to incoming students. Students can be suspended from the Graduate School if they do not have an advisor.

To ensure that students are making satisfactory progress toward a degree, the Graduate School expects them to meet with their advisor on a regular basis.

A committee often accomplishes advising for the students in the early stages of their studies.

### CREDITS PER TERM ALLOWED

15 credits

### TIME CONSTRAINTS

Doctoral degree students who have been absent for ten or more consecutive years lose all credits that they have earned before their absence.

A candidate for a doctoral degree who fails to take the final oral examination and deposit the dissertation within five years after passing the preliminary examination may be required to take another preliminary examination and to be admitted to candidacy a second time.

### GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (https://doso.students.wisc.edu/bias-or-hate-reporting/)
- 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://facstaff.provost.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/) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (https://conduct.students.wisc.edu/) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (http://www.ombuds.wisc.edu/) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (https://compliance.wisc.edu/titleix/) (for concerns about discrimination)

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
A Joint MSW/PhD option is available for students without an MSW. Students with another master's degree may choose the Joint or PhD only option.