I. Item Title: Revisions to Graduate School Application and Admission Policy

   a) Brief Description: Graduate School Application and Admission Policy Revision (Effective Fall 2011):
   An application is not considered complete until all required materials are received by the Graduate School. Each application is reviewed by the graduate program to which the person is applying. Program recommendation is used to determine admission to the Graduate School. Applications for non-degree admission will be reviewed solely by the Graduate School. All application materials submitted become the property of the university and cannot be forwarded or returned. In order to be considered for admission to the Graduate School, a completed application must be submitted by 8am on the Monday one week prior to the first week of classes for the application term. Applicants must be admitted to the Graduate School no later than the end of the last business day before the start of the term in order to register for the term.

   b) Initiated by: APRC and Kathleen Brennan

II. Faculty Senate Action: ☒ approved  ☐ not approved  ☐ other  date: 2/24/2011

   Comments: __________________________________________
   __________________________________________
   __________________________________________

   FS Secretary signature: Laura Wright   date: 2/28/2011

III. Provost: ☐ for information  ☐ Recognition of receipt  ☒ for action  ☐ approved  ☐ not approved

   Comments: __________________________________________
   __________________________________________

   Person responsible for Implementation: Graduate School - Scott Higgins

   Provost signature: ____________________________ date: 3-11-11

IV. Chancellor: ☐ for information  ☒ Recognition of receipt  ☐ for action  ☐ approved  ☐ not approved

   Comments: __________________________________________
Once finalized copies will be returned to Nancy Carden who will scan and distribute electronically to:

Chancellor
Provost
Chair of Faculty Senate
Secretary of the Faculty Senate
Associate Vice Chancellor for Academic Affairs (for catalog and handbook)
Associate Dean of Graduate School (for catalog)
Others (i.e. person responsible for implementation)
Email from Kathleen on 2/2/2011, after the Graduate Program Directors Meeting

Proposed Revisions to Graduate School Application and Admission Policy:

Graduate School Application and Admission Policy Revision (Effective Fall 2011):
An application is not considered complete until all required materials are received by the Graduate School. Each application is reviewed by the graduate program to which the person is applying. Program recommendation is used to determine admission to the Graduate School. Applications for non-degree admission will be reviewed solely by the Graduate School. All application materials submitted become the property of the university and cannot be forwarded or returned. In order to be considered for admission to the Graduate School, a completed application must be submitted by 8am on the Monday one week prior to the first week of classes for the application term. Some programs have an earlier deadline for completed applications to be submitted. Please refer to the Dates & Deadlines for Graduate School Admission web page or the individual program list on the Graduate Degree Programs web page for current application deadline information. Applicants must be admitted to the Graduate School no later than the end of the last business day before the start of the term in order to register for the term.