

Graduate Student Request Type	Approval Process
Change department advisor	1. Advisor 2. Grad Coordinator 3. Registrar
Change of Registration: Add course after deadline for current term	1. Advisor 2. Grad Coordinator 3. Associate Dean of the Grad College
Change of Registration: Add course after end of term	1. Advisor 2. Grad Coordinator 3. Associate Dean of the Grad College
Change of Registration: Change course credits after deadline for current term	1. Advisor 2. Grad Coordinator 3. Associate Dean of the Grad College
Change of Registration: Change course credits after the end of the term	1. Advisor 2. Grad Coordinator 3. Associate Dean of the Grad College
Change of Registration: Change course section after the deadline for the current term	1. Advisor 2. Grad Coordinator 3. Associate Dean of the Grad College
Change of Registration: Change from audit to credit	1. Advisor 2. Grad Coordinator 3. Associate Dean of the Grad College
Change of Registration: Drop course at the end of the term	1. Advisor 2. Grad Coordinator 3. Associate Dean of the Grad College
Change of Registration: Drop course from current/future Term	1. Advisor 2. Grad Coordinator 3. Associate Dean of the Grad College
Change to Thesis or Non-Thesis Option	1. Advisor 2. Grad Coordinator 3. Registrar
Declaring courses into the degree	1. Advisor 2. Grad Coordinator 3. Registrar's Office

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Exception to Policy: Extension of 7/10 year limit for degree completion	1. Advisor 2. Grad Coordinator 3. Associate Dean Grad College
Exceptions to Policy: Register for overload	1. Advisor 2. Grad Coordinator 3. Associate Dean of the Grad College
Extenuating Circumstances: Semester withdrawal from the University with W for ALL courses after the deadline in the schedule of classes	1. Advisor 2. Grad Coordinator 3. Associate Dean of the Grad College
Extenuating Circumstances: Tuition refund	1. Tuition and Fees Committee
Graduate transfer course credit approval	1. Advisor 2. Grad Coordinator 3. Registrar's Office
Other	1. Advisor 2. Grad Coordinator 3. Associate Dean of the Grad College
Permanent withdrawal from graduate program	1. Advisor 2. Grad Coordinator 3. Associate Dean of the Grad College
Readmission after suspension	1. Advisor 2. Grad Coordinator 3. Department Head 4. Associate Dean of the Grad
Request Registration in an undergraduate class	1. Advisor 2. Grad Coordinator 3. Associate Dean of the Grad College
Substitute for a required course in the degree	1. Advisor 2. Grad Coordinator 3. Registrar's Office