Subject: Revision of UAA Catalog – Graduate Programs – Graduate Studies Plan

WHEREAS, the University of Alaska Anchorage (UAA) Graduate School acts as a council of advisors to the Dean of the Graduate School providing recommendations to be considered for adoption.

WHEREAS, the UAA Catalog, Graduate Programs section of concern currently states:

Graduate Studies Plan

The official graduate studies plan (GSP) formally establishes the specific program requirements which will, upon satisfactory completion, entitle the student to receive a graduate degree. The plan is based upon the catalog requirements for the graduate degree program to which the student has been accepted. All graduate courses and leveling courses taken must be listed on the GSP. An initial GSP, including information on the student’s advisor and graduate committee, should be submitted by the end of the first semester of study. The plan becomes official once it is approved by the dean of the Graduate School or designee and is filed with the Office of the Registrar. Students are expected to complete all requirements listed on their official GSP, as well as all General University Requirements for Graduate Degrees. Revised GSPs need to be submitted to the Graduate School through the graduate advisor/committee. A final GSP must be submitted at the time of application for graduation (for doctoral students, the Advancement to Candidacy Form serves as the final GSP). Courses listed on the final GSP reflect catalog requirements in effect during the seven years after formal acceptance to a master's program or 10 years after formal acceptance to a doctoral program (see Catalog Year on this page). All GSPs are submitted electronically through DegreeWorks, except for interdisciplinary studies programs.

Leveling Coursework

The advisory committee may require that students remedy certain deficiencies in their program of study. The committee will determine early in the program both how to remedy the deficiencies and the minimum level of performance required. Graded undergraduate courses taken to remedy a deficiency must receive a grade of B (3.00) or better. Leveling courses will be noted in the DegreeWorks but will not be listed on the final GSP.

Concentrations

Individual graduate programs may offer concentrations, options, tracks or emphases within their disciplines. Graduate students who have completed a minimum of 9 unique credits in such a concentration will have this noted on their official transcripts.

WHEREAS, changes are required to the existing catalog to update to reflect current practices and consequences.
NOW, THEREFORE, THE GRADUATE COUNCIL RESOLVES:

The Graduate Programs section of the Catalog shall be revised to:

**Graduate Studies Plan**

The official graduate studies plan (GSP) formally establishes the specific program requirements which will, upon satisfactory completion, entitle the student to receive a graduate degree. The plan is based upon the catalog requirements for the graduate degree program to which the student has been accepted. All graduate courses and leveling courses taken must be listed on the GSP as noted in DegreeWorks. An initial individualized GSP should be completed by the end of the first semester of study. The plan becomes official once it is approved by the student’s advisor. (GSP’s following catalog copy do not have to be entered). Students are expected to complete all requirements listed on their official GSP, as well as all General University Requirements for Graduate Degrees. The final individualized GSP must be approved by the Graduate School at the time of application for graduation (for doctoral students, the Advancement to Candidacy Form serves as the final GSP). Courses listed on the final GSP reflect catalog requirements in effect during the seven years after formal acceptance to a master's program or 10 years after formal acceptance to a doctoral program (see Catalog Year on this page). All GSPs are completed electronically through DegreeWorks, except for the initial interdisciplinary studies GSP which is part of the application process. Once admitted, interdisciplinary students must have their approved GSP in DegreeWorks.

**Leveling Coursework**

The program may require that students remedy certain deficiencies. It will determine early in the course of the study both how to remedy the deficiencies and the minimum level of performance required. Leveling courses will be noted in the DegreeWorks but will not be listed on the final GSP.

**Concentrations**

Individual graduate programs may offer concentrations, options, tracks or emphases within their disciplines. Graduate students who have completed a minimum of 9 unique credits in such a concentration will have this noted on their official transcripts.

Passed and approved by the University of Alaska Anchorage Graduate Council on this 19th day of April, 2019.

[Signature]

Gabriel Garcia, Chair
UAA Graduate Council

cc: Graduate Council Website