

Effective Date: 8-16-2012

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### **School of Graduate Studies in the Health Sciences**

**DOCUMENT TYPE:** policy

**REVIEW PERIOD:** 3 years

**TITLE:** Non-degree seeking student policy

**PURPOSE:** To establish guidelines for non-degree seeking students in the School of Graduate Studies.

**POLICY:** Individuals who wish to take graduate courses but are not students in a UMMC graduate program may apply as non-degree seeking students. Applicants must first complete an approval to register form, and, if a UMMC employee, have a signed memo of approval from their supervisor. The form and instructions for non-degree seeking students are located on the SGSHS website. Non-degree seeking students may not earn more than 9 credit hours. Furthermore, successful completion of courses taken may not be sufficient to qualify the individual for subsequent admission to a graduate program.

**Visiting Students:** A student who wishes to enroll in graduate course work for transfer toward a degree at another institution may be admitted as a non-degree seeking student.

**SCOPE:** All SGSHS students.