Graduate Student Continued Registration Policy

Continued Registration credit is designed for students enrolled in thesis or taking the comprehensive exam. This one-credit registration provides graduate students full access to campus resources including library privileges, email, faculty support, and access to student labs. Students are encouraged to speak with their advisor for further information.

Continued Registration Policy for Non-Completers of Comprehensive Exams

♦ Students register for the Comprehensive Exam by enrolling in Comprehensive Exam Preparation (xxx599)
  o It is a zero-credit (no fee) course
  o Students enroll during the final semester of course work or the semester immediately following the completion of coursework.
  o Students may take Comprehensive Exam Preparation once only.

♦ Students who have registered for Comprehensive Exam Preparation (xxx599) and have failed to complete the comprehensive exam at the end of the semester must:
  o register for one credit of Continued Registration (fee required) each subsequent semester until they pass the comprehensive exam.
  o Students must pass the comprehensive exam within the time limit allowed for earning their degree. Requests for extensions of time must be made through petition to the Graduate Dean.

Continued Registration Policy for Thesis Work

♦ The “H” grade is assigned when the student is making good progress on the thesis, but is not finished within the semester the credits were taken.

♦ Students with an “H” grade who are not taking any other classes must register for one credit of Continued Registration (fee required) for every fall and spring semester that follows until the thesis is completed.
  o If the student is working on the thesis during a summer session, the student must register for the one-credit Continued Registration for that summer session as well.
  o Students must complete their thesis within the time limit allowed for earning their degree. Requests for extensions of time must be made through petition to the Graduate Dean.

Affirmation of Charges:

I, _____________________________, have read SUNY New Paltz’s graduate student Continued Registration policy and understand that if I meet one of the criteria listed above, I will be automatically registered for one credit of Continued Registration each fall and spring semester until I either submit my thesis for a grade or pass the comprehensive exam for my graduate program. Furthermore, I understand that I am responsible for payment of Continued Registration tuition and fees.

________________________________   ___________________   ________________   __________
Student Signature         Date           Banner ID          Major