

# SOUTH DAKOTA SCHOOL OF MINES AND TECHNOLOGY

## Policy Manual

**SUBJECT:** Non Degree Seeking Graduate Students

**NUMBER:** Policy II-8-3 (Formerly Policy II-D-9)

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A student classified as a non degree seeking graduate student must apply for degree-seeking status after accumulating 12 course and/or research credits regardless of grades awarded. Petitions for exceptions to this policy must be requested through and approved by the Graduate Education and Research Committee.

1. Upon, or prior to accumulating 12 semester credits (which include research credits), the student must appear at the Office of Graduate Education and Sponsored Programs and obtain the necessary forms to apply for formal admission to degree-seeking status in his or her department choice.
2. Non-traditional students who have no intent to pursue a formal degree may exceed the 12 credit limitation by petitioning in writing to the Executive administrator with responsibility for Graduate Education and Research explaining their interest in maintaining the non degree seeking graduate student status.

**SOURCE:** Graduate Office; Graduate Office, 2009

**BOR Reference:** None (See BOR Policy II:10, as needed)