



Policy Chapter: Chapter 6 Academic Affairs

Policy Number and Title: 06.042 Continuous Enrollment

I. Policy Statement

The University of North Texas requires that graduate students enrolled in programs with a thesis or dissertation requirement maintain continuous enrollment in a minimum of three credit hours of thesis or dissertation during each long semester until the thesis or dissertation has been formally approved, with a possible one-time exception, as described below. The ability to provide access to faculty time, student services, research support, and financial aid eligibility is made possible by a graduate student's official registration and continuous enrollment.

II. Application of Policy

Graduate Students

III. Policy Definitions

A. Graduate Student

"Graduate student," in this policy, means a student who, after earning a baccalaureate degree, is enrolled in a course of study leading to a graduate degree (e.g., Master of Arts, Master of Science, or Doctor of Philosophy).

IV. Policy Responsibilities

A. After Passing Qualifying Examinations, Prior to Candidacy Admission

1. Doctoral students must maintain continuous enrollment subsequent to completing required coursework and passing any qualifying examination(s) for admission to candidacy.
2. Master's students must maintain continuous enrollment subsequent to completing required coursework and passing any required qualifying examination(s) for admission to candidacy.

B. Prior to Thesis/Dissertation Approval

1. A graduate student must maintain continuous enrollment in a minimum of three credit hours of thesis or dissertation during each long semester after successful completion of required coursework and/or qualifying exams until the Toulouse Graduate School has approved the thesis or dissertation.
2. Thesis or dissertation registration during at least one summer session is required if the student is using university facilities and/or faculty time during that summer session.

C. After Defense & Submission of Final Thesis/Dissertation

Students who successfully defend and submit their final thesis/dissertation after the current semester deadline promulgated by the Toulouse Graduate School, but before the last day of the term (per the Academic Calendar), are eligible to graduate the following semester

without enrolling in thesis/dissertation hours.

D. Written Reminders

Once a graduate student begins enrollment in thesis or dissertation hours, the Toulouse Graduate School will send a written reminder of this policy to the student and the student’s major professor each long semester until the Toulouse Graduate School has approved the thesis or dissertation.

E. Delays, Complications & Exceptions

1. In the event of an unexpected delay or complication with the thesis or dissertation, a graduate student who has completed all other degree requirements, except for the thesis or dissertation, may petition for a one-time exception to this policy.
2. If the student’s petition is approved by the student’s major professor, department, and the Toulouse Graduate School, the student may enroll for only one (1) credit hour of independent study in lieu of thesis or dissertation, instead of the usual three (3), during that one (1) exceptional term.
3. The graduate student’s major professor and department will act on such a petition within ten (10) working days and the Toulouse Graduate School will act on a petition approved at the department level within thirty (30) working days.
4. The Toulouse Graduate School is expected to approve such petitions with assurances from the major professor and the department that the student is expected to complete the degree program during the exceptional term.

F. Failure to Maintain Continuous Enrollment

Failure to maintain continuous enrollment may invalidate any previous thesis or dissertation credits or may result in the student being dropped from the degree program, unless the student is granted an official leave of absence for medical or other exceptional reasons by the Toulouse Graduate School.

V. Revision History

Policy Contact:	Assistant Vice Provost, Faculty Success
Approved Date:	09/01/1986
Effective Date:	09/01/1986
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