

# GRADUATE PLAN OF STUDY - Masters, Specialist

This form is a guide that officially defines your graduate degree program.

Graduate School

107 Jardine Hall

(316)978-3095

→VIEW THE DEADLINES: [www.wichita.edu/graduationdeadlines](http://www.wichita.edu/graduationdeadlines)

<input type="checkbox"/> <b>ORIGINAL PLAN</b> (first plan submission)	<input type="checkbox"/> <b>REVISION</b> (changes to previously approved plan)	<input type="checkbox"/> <b>CERTIFICATE</b> (this is a certificate Plan of study)
Name _____ myWSU ID _____		
Email Address _____ Phone Number _____		
Major Code <u>G14S</u> Completion Code or Track and Option _____		
(Grad Coordinator: Please include completion code or describe completion track and option - e.g. Social Sciences track, Thesis option) Completion Codes: Regular Program= NSWG; Regular Program w/Thesis = RSWT; Advanced Standing = NSWA; Advanced Standing w/Thesis = ASWT		

## Instructions:

- Meet with your advisor to determine the coursework you need to complete for your chosen track or concentration upon completion of 12 hours of degree work (24 hours for MFA).
- Fill out the front and back of this form, get Advisor/Coordinator signatures, then return it to the Graduate School for final review/approval.
- The original plan should be submitted upon completion of 12 credit hours. However, if not submitted prior to your planned semester of graduation, the original plan of study is due on the Application for Degree deadline (20<sup>th</sup> day of classes in Fall/Spring, 10<sup>th</sup> day in Summer)
- List ALL required courses. Excess hours are not permitted.
- TRANSFERS: List course number & name, transfer institution & state as shown on transfer transcript. If exact course number/name is not yet known, please describe the course. A quarter hour is equal to 2/3 of a semester hour. Transfer hours are not included in the GPA.
- REVISIONS: Identify additions (A) & deletions (D) to previously approved plan.

## Regulations:

- 60% of the total WSU hours must be numbered at the 700 level or above (not that some programs have removed this requirement).
- No grade lower than a "C" (generating 2.00 grade points) is acceptable on a Plan of Study.
- Approval of a course on a plan of study comes with the expectation that that course will be completed with a grade of "C" or better. If a lower grade is already in place at the time the plan is approved, approval implies that the course will be repeated with an acceptable grade.
- In order to meet requirements to graduate, students must achieve a 3.00 GPA on both the Plan of Study and in the cumulative graduate GPA at WSU.

**Language/Tool Requirements** (NOT part of the plan hours): Not applicable for Social Work

**Professional/Scholarly/Integrity Training:** ☐ COMPLETED Completion Date: \_\_\_\_\_  
(Completed during SCWK 851) ☐ Not Yet Complete Expected Completion date: \_\_\_\_\_

**Identify all REQUIRED TERMINAL ACTIVITIES** ☐ NO TERMINAL ACTIVITY coursework only

*All Terminal Activities require submission of a signed department completion memo to the Grad School office NO LATER than the Degree Completion Deadline. (see above: "View the Deadlines")*

Comprehensive Exam	_____	written	_____	oral
Portfolio, Project or Directed Study Exam	_____	written	_____	oral
Internship or Practicum Exam	_____	written	_____	oral
Thesis or Dissertation Defense	_____	defense & pdf submission		
Recital or Exhibition	_____	performance		
Other (identify)	_____			

## Committee (Please type or print names)

\_\_\_\_\_, Chair

\_\_\_\_\_, Member

\_\_\_\_\_, Member

\_\_\_\_\_, Member

\_\_\_\_\_, Member from outside the major department

Grad School office:

Program: _____
Major/comp: _____
Catalog: _____
Area/term: _____
Registrar: ____/____/____

# GRADUATE PLAN OF STUDY APPROVED hours will be considered part of the degree requirement.

Please list CORE PROGRAM REQUIREMENTS first. Include comments or revisions as needed.

Revision: A(Add) D (Delete)	Course #	COURSE TITLE (or description)	HRS	Grade*	SEM/YR (approx. is fine)	Transfer Institution & STATE	Identify program requirement if subbing for a CORE course.
Add 9 hours of electives.  Add course title TBD for electives that are not yet known.							
TOTAL→				EXCESS HOURS ARE NOT PERMITTED (up to two extra hours may be allowed, see your advisor)			
* Note: No grade lower than a “C” (2.00 points) can be used in a graduate degree program. Some programs may require a higher grade for specific core or professional activity courses. Approval of the Plan indicates the courses are approved with the expectation of achieving acceptable grades in all courses.							

Plan of Study approved by:

Student

Advisor

Graduate Coordinator or Department Chair

Graduate School

Date

Date

Date

Date