



The College at
BROCKPORT
STATE UNIVERSITY OF NEW YORK

POLICY TITLE: Plan of Study at the Graduate Level

OVERVIEW: An explanation of the process for and time limit on filing an approved *Plan of Study*.

OFFICE/DEPARTMENT RESPONSIBLE: Graduate Studies

DATE UPDATED: 2000-2001, updated June 2009

Plan of Study

By the end of the first semester in matriculated status, every graduate student must obtain approval of a *Plan of Study* from the academic department in which the student is enrolled. The department retains one copy of the approved plan, files one copy with the Office of Registration and Records, and provides one copy to the student. Any student who does not secure approval of a *Plan of Study* by the end of his/her first matriculated semester will lose matriculated status.

Normally, all graduate work being applied toward the student's *Plan of Study* must have been taken no more than five years prior to her/his date of matriculation.