

## APPENDIX 5

### **POLICIES FOR GRADUATE STAFF**

1. To be eligible to hold a graduate staff appointment during any session, an individual must be enrolled as a graduate student in a degree or teacher license program and be registered for at least three credit hours of graduate-level course and/or research work during the entire appointment period. (Graduate staff on appointment during the summer are obligated to register for a minimum of three graduate hours during at least one of the summer modules.) When appropriate, graduate staff may register for "Examination Only" or "Degree Only." For more information, see Policies and Procedures for Administering Graduate Student Programs (Section V-G-2.)
2. Students must be engaged in the type of activity for which their position is funded (e.g., students paid from instructional funds must be doing instruction, and students paid from research funds must be doing research, etc.).
3. To be eligible for a Graduate Lecturer appointment, a student must have passed the preliminary examination. In addition, a Graduate Lecturer must have completed all courses listed on the plan of study, be enrolled in a minimum of three credit hours of 69900, and have served as a Graduate Teaching Assistant for at least four academic sessions prior to appointment as a Graduate Lecturer. A Graduate Lecturer normally teaches courses greater than the 10000 level.
4. Exceptions must be approved by the dean of the Graduate School.

### **DEGREE AND REGISTRATION REQUIREMENTS FOR ALL GRADUATE STUDENTS**

In fulfilling degree requirements, a maximum of 18 credit hours (from one or more institutions) will be allowed from any one semester. A maximum of 9 credits (from one or more institutions) taken during Summer Session, are permitted to fulfill graduation requirements.

The total number of hours of academic credit used to satisfy degree requirements consists of all graduate course credit hours with a grade of C- or better (B- or better for 30000- or 40000-level courses) that appear on the plan of study and research credit hours with grades of S that appear on the Purdue transcript.

1. Master's Degree:
  - a. At least one-half of the total credit hours used to satisfy degree requirements must be earned while registered at Purdue University.
  - b. More than 50 percent of the Purdue credits must be earned through the campus where the degree is conferred.
  - c. At least 30 total credit hours are required.
2. Doctor of Philosophy Degree:
  - a. At least one-third of the total credit hours used to satisfy degree requirements must be earned while registered for doctoral study at Purdue University.
  - b. At least 90 total credit hours are required.
  - c. A master's degree or professional doctoral degree from any accredited institution may be considered to contribute up to 30 credit hours toward satisfying this requirement at the discretion of the student's graduate program.