

Information Sheet For Students In Graduate Programs In The Department of History and
Secondary Social Studies

- 1.) After being accepted into a graduate program in the Department of History and Social Studies, the student must communicate, as academic advisor. The student must then communicate with that advisor prior to enrolling in courses that are to be included in the student's graduate program.
- 2.) Following the completion of 6 graduate credit hours, and prior to the completion of 12 graduate credit hours, the student and his/her advisor must file a "Degree Candidacy" form through the department office. "Failure to develop an approved program and be admitted to candidacy after 12 credit hours at the college may restrict further registration."
- 3.) After completing 12 credit hours of graduate-level course work, a student in a degree program must have earned a minimum grade point average of 3.0.
- 4.) The college guidelines, format, and specifications that are required for the Master's Thesis are available through the Graduate Office.
- 5.) Students must file an "Application for Graduation" for early in the semester in which he/she expects to graduate. Specific dates and details are available from the Graduate Office.