

## **Program Guide to Undergraduate and Graduate Studies in Statistics and Biostatistics**

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## UNDERGRADUATE PROGRAMS

Information about all undergraduate programs affiliated with the Department of Statistics can be found on the department's website: <https://stat.osu.edu/undergraduates/overview/academic-programs>

## MASTER OF APPLIED STATISTICS PROGRAM

The goal of the Master of Applied Statistics (MAS) program is to prepare graduate students to enter positions in applied statistics in business, industry, or government. The program is typically two years and requires a minimum of 33 credit hours of course work, of which 28 hours are required courses. The program culminates with a graduation examination. Students without sufficient background in mathematics may be required by the Graduate Studies Committee to take additional courses to correct these deficiencies. The Graduate Studies Chair serves as the advisor for all MAS students.

Students in the MAS program are subject to the policies set forth by the Graduate School. See the [Graduate School Handbook](#) for details.

### **Course Requirements (33 hours)**

<u>Core</u>	6301 (3)	Probability for Statistical Inference
<u>(28 hours)</u>	6302 (3)	Theory of Statistical Analysis
	6410 (4)	Design and Analysis of Experiments
	6450 (4)	Applied Regression Analysis
	6560 (3)	Applied Multivariate Analysis
	6570 (2)	Applied Bayesian Analysis
	6610 (3)	Applied Nonparametric Statistics
	6650 (2)	Discrete Data Analysis
	6730 (2)	Introduction to Computational Statistics
	6750 (2)	Statistical Consulting and Collaboration
 <u>Electives</u>		 Any 5 hours of <b>approved</b> elective courses
<u>(5 hours)</u>		(Usually statistics courses - See Note #3 below)

### **Sample MAS Course Program**

(Courses are typically only offered in the terms in which they are listed in the sample program below, with the exception of STAT 6450 and 6610. Individual electives are not offered on a regular basis. See [Buckeyelink](#) for details on previous/current offerings and enrollment requirements, including prerequisites. Note that offerings are subject to change. Refer to the [Courses page](#) on our department website for additional information.)

<u>First Year</u>	<b>Autumn</b>	<b>Spring</b>
	6301 (3)	6302 (3)
	6450 (4)	6410 (4)
	6610 (3)	Elective
 <u>Second Year</u>	 <b>Autumn</b>	 <b>Spring</b>
	6560 (3)	6570 (2)
	6730 (2)	6650 (2)
	6750 (2)	Elective

### **Notes on the Course Requirements**

1. Course Substitutions: Required MAS courses taken as an undergraduate at Ohio State must be replaced with approved graduate elective hours unless the courses were taken through senior petition and approved by the Graduate Studies Committee. Upon petition to the Graduate Studies Committee,

required courses may be omitted if there is evidence of substantially equivalent study elsewhere, but they must be replaced with approved electives. Modifications to required courses do not affect the content of the MAS examination or the total credit hours required for the degree.

2. Course Grades: All courses used towards the degree requirements must be taken and passed with a grade of B- or above in a letter-graded course and with a grade of S in a S/U course. Note that all graduate students are required to maintain a cumulative GPA of at least 3.0 both overall and in their statistics courses in order to remain in good standing.
3. Electives: No additional hours of STAT 6750 (beyond the two required hours) may be counted as electives. All other letter-graded 6000-level statistics courses (except STAT 6030, 6040, 6060, 6201, 6740, 6801, 6802, 6910, and 6950), including their cross-listed equivalents, are approved electives. In addition, upon special approval of the Graduate Studies Committee, some 7000- and 8000-level courses may be counted as electives. Students may, with approval of the Graduate Studies Committee, use one course (up to 3 hours) from another department as an elective. The course must have appropriate content for a statistics degree, but may not duplicate the material covered in any course available from the Department of Statistics.

### **MAS Examination**

A passing score on the MAS Examination is required for graduation. The MAS Examination is given in January, and a second offering is given in May if at least one student signs up to take the exam. The January exam is the offering that most full-time MAS students should take if completing the courses according to the usual recommended schedule for full-time students. Each offering of the exam is administered in two sessions: (1) a two-hour period covering the concepts and techniques presented in STAT 6301 and 6302, and (2) a three-hour period covering material in STAT 6410, 6450, 6560, and 6610. Both parts of the examination are open book. A student is permitted a maximum of two attempts at successful completion of the examination.

### **Forms**

Each student is required to submit to the Graduate Studies Committee Chair the departmental MAS Plan of Study form prior to the student's last term of enrollment. Any subsequent modifications in this Plan of Study will require approval of the Graduate Studies Committee. The student must also submit the online Graduate School Application to Graduate form via [GRADFORMS.OSU.EDU](http://GRADFORMS.OSU.EDU) by the published deadline of the Graduate School. Please consult the [Graduate School website](#) for details. The Plan of Study form must be submitted prior to the Application to Graduate.

## MASTER OF SCIENCE IN STATISTICS PROGRAM

The Master of Science (MS) degree program can provide preparation for a career in applied statistics or it can be composed primarily of the first two years of course work for either the Statistics PhD program or the methodology specialization of the Biostatistics PhD program. The MS degree may be awarded by one of two different routes: Thesis or Non-thesis. Under either route, the MS may be a terminal degree. The Non-thesis route may serve as a steppingstone to the PhD degree if later admitted to the PhD program. The MS requires a minimum of 36 credit hours and students in the MS program will generally be in residence for two academic years.

Students in the MS program are subject to the policies set forth by the Graduate School. See the [Graduate School Handbook](#) for details.

### **Course Requirements (36 credit hours)**

<u>Core</u> (25 hours)	6801 (4), 6802 (4) 6860 (2) 6910 (4), 6950 (4) 7410 (3)	Statistical Theory I & II Foundations of the Linear Model Applied Statistics I & II Theory of the Linear Model
<u>one of</u>	6570 (2) 6615 (2)	Applied Bayesian Analysis   or Design and Analysis of Clinical Trials
<u>one of</u>	6750 (2) 7755 (2)	Statistical Consulting and Collaboration   or Biostatistical Collaboration
<u>Electives</u> (11 hours)		11 hours of <b>approved</b> elective courses appropriate to the Thesis or Non-Thesis option as described in (2a) or (2b) below

### **Sample MS in Statistics Course Program**

(Courses are typically only offered in the terms in which they are listed in the sample program below. Individual electives are not offered on a regular basis. See [Buckeyelink](#) for details on previous/current offerings and enrollment requirements, including prerequisites. Note that offerings are subject to change. Refer to the [Courses page](#) on our department website for additional information.)

<u>First Year</u>	<b>Autumn</b> 6801 (4) 6910 (4) Elective	<b>Spring</b> 6802 (4) 6950 (4) 6860 (2) - 1 <sup>st</sup> half sem. 6570 (2) - 2 <sup>nd</sup> half sem.
<u>Second Year</u>	<b>Autumn</b> 7410 (3) 6750 (2) Elective	<b>Spring</b> Elective Elective Elective

### **Notes on the Program Requirements**

1. Course Grades – All courses used towards the degree requirements must be taken and passed with a grade of B- or above in a letter-graded course and with a grade of S in a S/U course. Note that all graduate students are required to maintain a cumulative GPA of at least 3.0 both overall and in their statistics courses in order to remain in good standing.

2. Thesis or Examination – The department views either the thesis or non-thesis option as acceptable. However, the department does not view either option as an alternative once the other option has resulted in failure. Most students in recent years have elected to choose the non-thesis option. A student wishing to learn more about the thesis option, should talk with the Graduate Studies Chair, who serves as the advisor for all MS students unless the student chooses to pursue a thesis with another faculty member. Students planning to do the thesis option must notify the Graduate Studies Chair via email by the beginning of the second year of study.

2a. Thesis Option – Write a thesis and pass an oral examination in defense of this thesis.

(Note: Some professors have problems that are suitable for masters' theses. These topics can range from the very mathematical to applications in other fields. Some thesis topics could be direct extensions of problems arising in the Statistical Consulting Service. A thesis written on such a problem converts the degree to an applied degree, in substance, if not in name).

Electives\* (11 hours): Letter graded Statistics courses at the 6000-level or above (including their cross-listed equivalents), excluding STAT 6030, 6040, 6060, 6193, 6194, 6201, 6301, 6302, 6410, 6450, 6740, 7193, 7194, 8010, 8193, 8194, 8895, 8999. Neither STAT 6750 nor 7755 may be counted for elective credit. At most four hours of thesis preparation under STAT 7998 or STAT 7999 may be counted among the 11 hours of electives. Up to four hours of STAT 8750.xx may be counted.

2b. Non-thesis Option – Pass the MS Examination, a written examination that is offered at the same times as the PhD Qualifier I Examination (May, and a second offering is given in August if at least one student who failed the first offering of the Qualifier I Exam wishes to retake the exam). MS students opting for the non-thesis graduation requirement are expected to take the May offering of the MS Exam and are also expected to take the next subsequent offering in the event of a failure on the May exam. The examination will cover material from the first year of the MS course work. A student is permitted a maximum of two attempts at successful completion of the examination.

Electives\* (11 hours): Letter graded Statistics courses at the 6000-level or above (including their cross-listed equivalents), excluding STAT 6030, 6040, 6060, 6193, 6194, 6201, 6301, 6302, 6410, 6450, 6740, 7193, 7194, 7998, 7999, 8010, 8193, 8194, 8895, 8999. Neither STAT 6750 nor 7755 may be counted for elective credit. Up to four hours of STAT 8750.xx may be counted. STAT 7998 and STAT 7999 may not be counted as elective hours for a non-thesis option degree.

\*Students may, with approval of the Graduate Studies Committee, one course (up to 3 hours) from another department as an elective. The course must have appropriate content for a statistics degree, and must not duplicate the material covered in any course available from the Department of Statistics.

## **Forms**

Any student who anticipates obtaining the MS degree in the course of his/her academic career should file the departmental MS Plan of Study form prior to the student's last term of enrollment. Any subsequent modifications in this Plan of Study will require approval of the Graduate Studies Committee. The student must also submit the online Graduate School Application to Graduate form via [GRADFORMS.OSU.EDU](http://GRADFORMS.OSU.EDU) by the published deadline of the Graduate School. Please consult the [Graduate School website](#) for details. The Plan of Study form must be submitted prior to the Application to Graduate.

## PHD IN STATISTICS PROGRAM

The PhD program in statistics presupposes a mathematical background which includes linear algebra and advanced calculus. The core of the PhD program consists of course work in mathematical statistics, applied statistics, and computational methods. The typical time to degree is five years.

1. Course Grades – All courses used towards the degree requirements must be taken and passed with a grade of B- or above in a letter-graded course and with a grade of S in a S/U course. Note that all graduate students are required to maintain a cumulative GPA of at least 3.0 both overall and in their statistics courses in order to remain in good standing.
2. Exams – The student must pass all examinations as described below.
3. Credit Hours – The student must satisfy university rules on residency and total credit hours. A minimum of 80 credit hours is required, which typically includes a considerable number of hours of STAT 8999 (PhD Research).

Students in the PhD program are subject to the policies set forth by the Graduate School. See the [Graduate School Handbook](#) for details.

### **Course Requirements (80 credit hours)**

#### Mathematics

As required for individual students to reach the mathematical maturity necessary to be successful in the Statistics courses 7201, 7301, 7303, and 7540. Minimum requirements should be the equivalent of a strong undergraduate course in Advanced Calculus or Real Analysis and Math 4545 (4)

#### Core

(40 hours)

6570 (2)  
6801 (4), 6802 (4)  
6860 (2)  
6910 (4), 6950 (4)  
7201 (3)  
7301 (3)  
7303 (3)  
7410 (3)  
7540 (3)  
7730 (3)

Applied Bayesian Analysis  
Statistical Theory I & II  
Foundations of the Linear Model  
Applied Statistics I & II  
Theory of Probability  
Advanced Statistical Theory I  
Bayesian Analysis and Decision Theory  
Theory of the Linear Model  
Theory of Stochastic Processes  
Advanced Computational Statistics

#### one of

6750 (2)  
7755 (2)

Statistical Consulting and Collaboration                      or  
Biostatistical Collaboration

#### Electives\*

(9 hours)

At least 9 credits of letter-graded Statistics at the 6000-level or higher, of which at least 4 credits must be at the 7000-level or higher

#### Research Topics Seminar

8010 (1)

Students are to enroll in Statistics 8010 in the spring semester of their second year.

<u>Statistics Seminar</u>	8895 (1)	After passing the QI exam, all students are expected to attend the colloquium on a regular basis. Additionally, such students who have not yet passed the candidacy exam are expected to enroll in STAT 8895 each autumn and spring semester.
<u>Dissertation Research</u>	8999 (3)	After passing the candidacy exam, students are required to enroll in 3 credit hours each autumn and spring semester. Students typically fulfill this requirement by enrolling in 8999 with their advisor.

### **Sample PhD in Statistics Course Program**

(Courses are typically only offered in the terms in which they are listed in the sample program below. Individual electives are not offered on a regular basis. See [Buckeyelink](#) for details on previous/current offerings and enrollment requirements, including prerequisites. Note that offerings are subject to change. Refer to the [Courses page](#) on our department website for additional information.)

<u>First Year</u>	<b>Autumn</b>	<b>Spring</b>
	6801 (4)	6802 (4)
	6910 (4)	6950 (4)
	Math 4545 (4)	6860 (2) - 1 <sup>st</sup> half sem.
		6570 (2) - 2 <sup>nd</sup> half sem.
 <u>Second Year</u>	 <b>Autumn</b>	 <b>Spring</b>
	7201 (3)	7303 (3)
	7301 (3)	7540 (3)
	7410 (3)	7730 (3)
	8895 (1)	8895 (1)
	Elective	8010 (1)
 <u>Third Year</u> (select advisor)	 <b>Autumn</b>	 <b>Spring</b>
	6750 (2)	8895 (1)
	8895 (1)	Elective
	Elective	Elective
	Elective	Elective

#### **\*Notes on the Elective Requirement:**

Excludes STAT 6030, 6040, 6060, 6193, 6194, 6201, 6301, 6302, 6410, 6450, 6540, 6740, 6750, 7193, 7194, 7755, 7998, 7999, 8010, 8193, 8194, 8891, 8895, 8998 and 8999.

To ensure that students acquire a broad background in many areas of Statistics, at most one course from each of the following pairs of courses can be counted towards the 9-credit hour elective requirement:

6500; 7620  
6530; 8530  
6550; 7550  
6560; 7560  
6605; 7605  
6610; 7610  
6650; 7430



Students may, with approval of the Graduate Studies Committee, use up to two courses (up to 6 hours) from other departments as electives. These courses must be approved by the Graduate Studies Committee, must have appropriate content for a statistics degree, and must not duplicate the material covered in any course available from the Department of Statistics.

If a course is taken from another department and the course is cross-listed in statistics as an appropriate elective, the course may be applied towards elective requirements without special approval of the Graduate Studies Committee. The course will be counted at the level of the cross-listed statistics course (ex: PUBHBIO 7215 cross-listed as STAT 6615 counts as a 6000 level elective).

STAT 8410 and up to four hours of STAT 8750.xx may be counted toward the degree requirements as electives.

### **Examinations and Progress**

Note on all exams: Students are expected to take exams on the usual schedule as they complete course work in order for funding (if applicable) to continue. None of these examinations may be taken more than twice. See the [Graduate School website](#) for details on examination requirements.

**Qualifier I (QI):** This written examination covers material from the first year of course work. The exam is offered in May and a second offering is given in August if at least one student who failed the first offering wishes to retake the exam. In order to remain in the PhD program, all first year PhD students are expected to take the May offering of the Qualifier I Exam, and are also expected to request and take the subsequent August offering in the event of a failure on the May exam.

**Qualifier II (QII):** This is a comprehensive written examination testing knowledge acquired in the first two years of study and the ability to integrate and apply such knowledge. The exam will cover material from the first two years of course work and may not be attempted until Qualifier I has been passed. It is offered in August and a second offering is given in January if at least two students who failed the first offering wish to retake the exam. In order to remain in the PhD program, all second year PhD students are expected to take the August offering of the Qualifier II Exam immediately following their second year and are also expected to request and take the next possible subsequent offering in the event of a failure on the August exam.

**Candidacy Exam:** After passing QII, the student chooses a dissertation advisor, who must be a Category P graduate faculty member in statistics. (Prior to passing the QII, the Graduate Studies Chair serves as the advisor). The advisor should be chosen in the student's third year after passing QII. After the dissertation advisor is chosen, the student also forms a PhD Candidacy Examination Committee, consisting of at least four graduate faculty members from the statistics department or other departments consistent with the student's interests. This committee is responsible for approving a Plan of Study form to be filed with the Graduate Studies Committee prior to submitting the Application for Candidacy form.

After completion of all required courses (as specified by the student's PhD Candidacy Examination Committee), the candidate's PhD Candidacy Examination Committee will administer and grade a PhD Candidacy Examination. The candidacy examination should normally be completed by the end of the student's fourth year. The examination consists of two parts. A written portion covers material on some area in the statistical literature as agreed upon by the student and the Examination Committee. This portion will be administered within two years of the student's passing QII and will discuss open research topics in this area and possible research methodology for solving these problems. This portion will ordinarily be a dissertation proposal, but the student is not obliged to follow through with a dissertation in this area, and the examination need not be repeated if the dissertation topic is changed at a later date. After the Examination Committee accepts the written portion, they will administer a two-hour oral examination over this material. The student has two weeks to complete the written portion of the exam. The oral exam is scheduled at least two weeks after the due date for the written portion of the exam. The student must submit an Application for

Candidacy form to the Graduate School via [GRADFORMS.OSU.EDU](http://GRADFORMS.OSU.EDU) and have the form approved at least two weeks before the proposed date of the oral portion of the candidacy exam.

Final Examination and Dissertation: After passing the Candidacy Exam, the student should form a Dissertation Committee. The dissertation committee is composed of the advisor who must be a Category P Graduate Faculty member in statistics and at least two other Graduate Faculty members. Once the student has made sufficient progress (as judged by the PhD Dissertation Committee) on his/her PhD dissertation to warrant holding the Final Oral Examination (dissertation defense), the student will submit the online Graduate School Application to Graduate form via [GRADFORMS.OSU.EDU](http://GRADFORMS.OSU.EDU) by the Graduate School deadline (see the [Graduate School website](#) for details) and schedule the Final Examination. Before a defense can be held, the student must submit a complete, word-processed dissertation draft to the dissertation committee and the Graduate School for review and approval or disapproval. See the [Graduate School website](#) for details on document preparation and format review requirements. The student must also submit the online Application for Final Examination form via [GRADFORMS.OSU.EDU](http://GRADFORMS.OSU.EDU) and have the form approved at least two weeks prior to the actual oral defense date. The PhD Dissertation Committee then conducts a two-hour oral examination in which the candidate discusses/defends his/her dissertation. The dissertation document must be submitted and approved by the published Graduate School deadline. See the [Graduate School website](#) for details on final submission requirements.

## INTERDISCIPLINARY PHD PROGRAM IN BIOSTATISTICS

The basic philosophy of the Interdisciplinary PhD program in Biostatistics is to provide educated and trained personnel to the academic biostatistics community, including academia, industry, and government. The goal is to develop a student's ability to create new methodologies as well as address applied questions that arise from the biomedical sciences and public health.

The Interdisciplinary PhD program in Biostatistics is a joint venture between The Ohio State University [Department of Statistics](#) and the Division of Biostatistics in the [College of Public Health](#). Students in this program choose between one of two specializations: Methodology and Public Health. Both specializations require a core curriculum in theoretical and applied statistics; the Methodology specialization has a particular emphasis on biomedical sciences applications, while the Public Health specialization has a particular emphasis on public health applications.

Complete information about advising, the program requirements, suggested plan of study, and associated forms is at <http://biostatprograms.osu.edu/>.

All students are expected to be familiar with the [Graduate School Handbook](#) as all graduate students are subject to the policies set forth by the Graduate School.

## GRADUATE MINOR IN STATISTICAL DATA ANALYSIS PROGRAM

**Prerequisites:** High school-level algebra

### **Course Requirements**

A grade of B or better or S in each course comprising the graduate minor is required per [Section 8.4 of the Graduate School Handbook](#).

<u>Required</u>	5301 (4) 5302 (3)	Intermediate Data Analysis I Intermediate Data Analysis II
<u>Electives</u> (5 hours)	At least <b>5 additional credit hours</b> at the 6000-level (from among courses in Group A). Courses at the 6000-level from Group B or courses at a higher level can be substituted as an alternative with appropriate permission.	
<u>Group A Electives</u>	6510 (3) 6610 (3) 6620 (2) 6640 (3) 6650 (2) 6615 (2)	Survey Sampling Methods Applied Nonparametric Statistics Environmental Statistics Principles of Statistical Quality Control Discrete Data Analysis Design and Analysis of Clinical Trials
<u>Group B Electives</u> (permission required to use these toward minor requirements)	6520 (3) 6530 (2) 6540 (3) 6550 (2) 6560 (3) 6570 (2) 6605 (3) 6690 (1-5)	Applied Statistical Analysis with Missing Data Introduction to Spatial Statistics Applied Stochastic Processes Statistical Analysis of Time Series Applied Multivariate Analysis Applied Bayesian Analysis Applied Survival Analysis Graduate Topics in Statistics

### **Sample Graduate Minor in Statistical Data Analysis Program**

	<b>Autumn</b>	<b>Spring</b>
<b>Year 1</b>	5301	5302
<b>Year 2</b>	Elective	Elective

(STAT 5301 and 5302 are typically offered every autumn and spring semesters. Electives are not offered on a regular basis and may have prerequisites to enroll. Plan course projection accordingly. See [Buckeyelink](#) for details on previous/current offerings and enrollment requirements, including prerequisites. Note that offerings are subject to change. Refer to the [Courses page](#) on our department website for additional information.)

## GRADUATE MINOR IN STATISTICS PROGRAM

**Prerequisites:** College-level Linear Algebra (Math 2568.01) and Calculus (Math 2153.XX)

### Course Requirements

A grade of B or better or S in each course comprising the graduate minor is required per [Section 8.4 of the Graduate School Handbook](#).

<u>Required</u>	6201 (4) 6410 (4) 6450 (4)	Introduction to Probability and Mathematical Statistics Design and Analysis of Experiments Applied Regression Analysis
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<u>Electives</u> (2 hours)	At least <b>2 additional credit hours</b> at the 6000-level from among the courses listed below. Higher level courses can be substituted as an alternative with appropriate permission.	
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<u>Approved</u> <u>Electives</u>	6510 (3) 6520 (3) 6530 (2) 6540 (3) 6550 (2) 6560 (3) 6570 (2) 6605 (3) 6610 (3) 6615 (2) 6620 (2) 6640 (3) 6650 (2) 6690 (1-5) 6730 (2)	Survey Sampling Methods Applied Statistical Analysis with Missing Data Introduction to Spatial Statistics Applied Stochastic Processes Statistical Analysis of Time Series Applied Multivariate Analysis Applied Bayesian Analysis Applied Survival Analysis Applied Nonparametric Statistics Design and Analysis of Clinical Trials Environmental Statistics Principles of Statistical Quality Control Discrete Data Analysis Graduate topics in Statistics Introduction to Computational Statistics
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### Sample Graduate Minor in Statistics Program

	<b>Autumn</b>	<b>Spring</b>
<b>Year 1</b>	6201	6410
<b>Year 2</b>	6450	Elective

(The following includes the typical offerings of the required courses for the minor: STAT 6201(AU), 6410 (SP), 6450 (AU, SP). Electives are not offered on a regular basis and may have prerequisites to enroll. Plan course projection accordingly. See [Buckeyelink](#) for details on previous/current offerings and enrollment requirements, including prerequisites. Note that offerings are subject to change. Refer to the [Courses page](#) on our department website for additional information.)

## DISMISSAL AND APPEAL

The Graduate School at the Ohio State University Graduate School has the following [guidelines](#) on academic probation and dismissal procedures and on disciplinary dismissal:

Poor Academic Performance: A full-time student with fewer than nine earned hours or whose cGPA is below 3.0 after nine graduate credit hours will receive a warning letter from the Graduate School urging consultation with the advisor and graduate studies committee. A student enrolled in a graduate certificate program ([Section 8.3](#)) whose graduate cGPA falls below 3.0 after three graduate credit hours have been attempted will receive a similar warning letter from the Graduate School.

Remediation: A student whose graduate cGPA is below 3.0 after nine graduate credit hours have been attempted will, in close consultation with their advisor, Graduate Studies Committee and the Graduate School, enter into a remediation plan for one autumn or spring semester or summer term. The remediation plan would be aimed at increasing the student's cGPA to a 3.0 or better. Remediation is not available to graduate non-degree students.

Probation. Students who do not improve their graduate cGPA after a remediation plan has been attempted will be placed on academic probation for one semester by the Graduate School. A student who is on probation in the Graduate School may not be appointed or reappointed as a graduate associate ([Section 9](#)) or a graduate fellow or trainee ([Section 10](#)).

Removal from Probation: A student who raises the graduate cGPA to 3.0 or better is removed from probation by the Graduate School. Course work used in raising the cGPA must be a part of normal degree requirements and approved by the Graduate Studies Committee. An international student who is on probation upon admission to an international cooperative graduate degree agreement (ICGDA) program is removed from probation upon meeting the conditions stated in the ICGDA.

Warning of Potential Academic Dismissal: A student on a remediation plan or on academic probation whose record continues to deteriorate will be warned that academic dismissal is likely if the record does not improve. Warnings include performance criteria tailored to the individual student, usually in consultation with the Graduate Studies Committee Chair.

Academic dismissal: A student who is on probation and who does not raise the graduate cGPA to 3.0 or better at the end of the probation period may be dismissed from the university at the discretion of the Graduate School following consultation with the student's Graduate Studies Committee Chair.

Doctoral Students: A doctoral student who has had two unsatisfactory attempts at the candidacy examination or the final oral examination or professional doctoral examination is automatically dismissed from the Graduate School. (See for additional information.)

Disciplinary dismissal: As academic dismissal is tied to a student's academic performance, it is distinct from disciplinary dismissal. Students enrolled at the university are required to follow all established policies and procedures regarding student behavior including, but not limited to, the [Code of Student Conduct](#), the [University Policies and Procedures on Research Misconduct](#), and [Appendix C](#) of this Handbook. Those students found to have violated university policy (e.g., prohibitions against academic and non-academic misconduct) may be subject to sanction, including disciplinary dismissal from the university. As with academic dismissal, disciplinary dismissal will be noted on a student's permanent record. Unlike an academic dismissal, students dismissed for disciplinary reasons are ineligible to return to the university.

A student who receives a dismissal letter from the Graduate School could appeal following the [process](#) within five business days from the date on the outcome letter.

In addition, a student who fails the MAS, Qualifier I or Qualifier II examination twice but believes the exam performance was substantially affected by a serious illness or a major family crisis could appeal for a third attempt at the examination, by submitting an appeal letter to the Graduate Studies Chair within five business days of receiving the examination result. The appeal will then be reviewed by the Graduate studies Committee.

## **Graduate student grievances**

When concerns arise or persist, the graduate student ombudsperson is an impartial resource that can help graduate students explore options in resolving their concerns. Generally, graduate students should aim to address and resolve concerns within their department. Graduate students are encouraged to discuss concerns with their advisor first. If concerns remain, graduate students should then reach out to the program graduate studies chair. Further unresolved concerns should be communicated to the department chair. If the concerns cannot be resolved internally within the department, the graduate student is encouraged to contact the assistant dean for graduate studies within the College of Arts and Sciences. In situations where the student believes the issue has not been resolved within the College, they can request further review from the Graduate School.