in a graduate program, the department offering the course will decide whether to grant that opportunity. Proctoring fees and/or per-credit fees may be charged by the department. For interdisciplinary courses, the decision will be made by the coordinator of the graduate program to which the course applies.

**Graduate Credit Option for Undergraduate Students**

An undergraduate student who is also a senior may request approval to enroll in a G-course or a 500-level course. The student must complete a Permit for Seniors to Take Graduate Courses. The student may request permission to earn graduate credit (option I) or upper-division undergraduate credit (option II) for a given course, but cannot request both options.

**Graduate Credit [Option I]** Graduate credit earned under a Permit for Seniors to Take Graduate Courses does not imply that the student will be admitted to a graduate program at Boise State University. If the student completes courses for graduate credit while a senior and is later admitted to a graduate program, the responsible academic unit has the authority to decide which courses (if any) completed as a senior can be applied to the credit requirements of the program. The academic unit also has the authority to define a maximum number of applicable credits of this type for the program, but the maximum cannot exceed one third of the total credit requirement.

**Upper-Division Undergraduate Credit [Option II]** The student may apply up to two successfully completed 500-level courses to his or her upper-division credit requirement for a baccalaureate degree.

**Other Limitations** Undergraduate students may not enroll in 600-level courses. Courses offered as part of the Master of Business Administration program are excluded from enrollment by all undergraduate students. Students admitted by the Graduate College to work on an accelerated master’s degree are not governed by a Permit for Seniors to Take Graduate Courses, but are subject to course limitations imposed by the Graduate College and by the participating academic unit or units.

**Admission to Candidacy**

Admission to candidacy is a critically important process required of all students enrolled in graduate degree programs. The candidacy process serves as the official review by the Graduate College of the detailed plan of study for a graduate student. This official review allows the Graduate College to identify degree requirements and graduate regulations that may have been overlooked or misinterpreted by the student or anyone providing advice to the student. If left undetected and uncorrected too long, these shortcomings can seriously delay progress toward a graduate degree. The candidacy process also helps the Graduate College update the student’s academic advisement report and enables the university to fulfill its obligations to accrediting organizations. Because of the importance of the candidacy process, a student who has not been admitted to candidacy cannot participate in a final oral examination or apply for graduation.

**Candidacy Requirements for a Master’s Student** A master’s student may be admitted to candidacy if the student is in regular status and has completed a set of courses sufficient to satisfy at least half of the total credit requirement with individual course grades of C or better and a GPA of at least 3.0 (computed for the set of courses).

**Candidacy Requirements for a Doctoral Student** A doctoral student may be admitted to candidacy if the student is in regular status, has passed the comprehensive examination, has satisfied...
any language proficiency requirement and the doctoral residency requirement, and has completed a set of courses sufficient to satisfy at least half of the total credit requirement with individual course grades of C or better and a GPA of at least 3.0 (computed for the set of courses).

**General Procedures** A student who is enrolled in a graduate degree program applies for admission to candidacy by submitting to the Graduate College an Application for Admission to Candidacy form. This form lists the courses proposed by the student to fulfill the total credit requirement for a degree as defined in a particular annual edition of the Boise State University Graduate Catalog (see Choice of Graduate Catalog below). The student is responsible for completing and signing the Application for Admission to Candidacy form and obtaining the necessary signatures at the program level (chair of the supervisory committee or advisor, graduate program coordinator or director). The form is then submitted by the student to the Graduate College for review and approval. A student should submit the Application for Admission to Candidacy form to the Graduate College (for a certificate program). A student may request a change in the program requirements (for a certificate program) or the approved Proposed Plan of Study for a Graduate Certificate form (for a certificate program), and by the Registrar for the final degree or certificate audit.

**Choice of Graduate Catalog**
A student enrolled in a graduate degree or certificate program may choose to meet the requirements for that program as defined in any annual edition of the Boise State University Graduate Catalog in effect after the student is admitted to the program by the Graduate College. The program requirements so specified by the student will be used by the Graduate College to evaluate the Application for Admission to Candidacy form (for a degree program) or the Proposed Plan of Study for a Graduate Certificate form (for a certificate program). A student may request a change in academic requirements only by submitting a Request for Adjustment of Academic Requirements form to the Graduate College for review and approval.

**Adjustment of Academic Requirements**
The Boise State University Graduate Catalog chosen by a student determines the program requirements that must be met by the student (see Choice of Graduate Catalog above). The specific courses that have been approved by the Graduate College as meeting those program requirements are known as the academic requirements for the student, and are listed on the approved Application for Admission to Candidacy form (for a degree program) or the approved Proposed Plan of Study for a Graduate Certificate form (for a certificate program). A student may request a change in academic requirements only by submitting a Request for Adjustment of Academic Requirements form to the Graduate College for review and approval.

**Theses and Dissertations**
A student must undergo a process involving three primary steps on the way to satisfying the thesis or dissertation requirement of a graduate degree program. These steps must come in proper order, and each subsequent step cannot be undertaken until the student successfully completes the prior step:

1. The thesis or dissertation is defended by the student before a committee known as the defense committee (which always includes the supervisory committee); this event is formally referred to as the final oral examination.
2. The student makes any modifications that may be required by the defense committee and submits the revised thesis or dissertation to the chair of the supervisory committee (or designee) for a final reading approval.
3. The student submits the thesis or dissertation and supporting documentation to the Graduate College for a format review by the Coordinator of Theses and Dissertations, and responds to any corrections that may be required by the Graduate College.

After successfully completing the format review, the student submits the final version of the thesis or dissertation to the Graduate College.