



UNIVERSITY OF MARYLAND

THE GRADUATE SCHOOL

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TO: Deans, Chairs and Graduate Directors
FROM: Ann G. Wylie, Interim Dean
SUBJECT: Pre-Candidacy Research (898) and Doctoral Dissertation Research (899)
DATE: April 15, 2005

The Provost recently approved the Graduate Council's recommendation that there be a change to the way in which pre- and post-candidacy research credits are handled at the University. Effective Fall Semester 2005, the Graduate School will restrict doctoral dissertation research hours (899) to students who have been advanced to candidacy, and create a pre-candidacy research course (898) for other students.

Currently, doctoral candidates are required to take a minimum of 12 credits of dissertation research. Many students begin registering for dissertation hours before they take comprehensive exams, well before they are admitted to doctoral candidacy. Students do this primarily for financial reasons, i.e., they register for 899 hours while they have tuition remission. Academically, this situation makes little or no sense because 899 is listed in the *Graduate Catalog* as Doctoral Dissertation Research.

Two changes will become effective Fall Semester 2005:

1. The University will designate course 898 as Pre-Candidacy Research. It will carry 18 units per credit hour and will be variable 1-8 credits. The Graduate School will work with those few graduate programs currently using 898 to transfer the course number, name and credit hours to another repeatable number in the 800 series.
2. Once advanced to candidacy, students must register every semester for 899, Doctoral Dissertation Research. 899 will carry 6 credit hours (108 units) and will be covered by the flat candidacy tuition, which was recently approved by the Board of Regents. 899 will no longer be available with variable credit.

For 2005-2006, the Board of Regents has set the candidacy tuition at \$650 for residents and \$1,200 for nonresidents. Doctoral candidates must be registered every semester. Therefore, the Registrar will apply 899 (6 credits) to all doctoral candidates each fall and spring semester and will charge them the candidacy tuition.

Although they are not required to be registered during the summer, candidates may register during the summer for 899 with permission from the Graduate School. Candidates who will graduate in August must be registered at the time of graduation. If they have completed the required 12 credits of dissertation research, they may register for 899, receiving an additional 6 credits, or they may register for one credit hour of

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another course number, such as an independent study, to be in compliance with the requirement for registration at time of graduation.

We are in the process of notifying all doctoral students about these changes. We would appreciate your disseminating the information to your students as soon as possible. If these new rules present particular issues for students near the completion of their doctoral degrees, please bring them to the attention of the Graduate School. The Graduate School will consider requests for tuition remission for candidates who will graduate in December 2005 or May 2006.

Attachment

Pre-Candidacy Research and Doctoral Dissertation Research Tuition Procedures

I. Registration

A. 898 Pre-Candidacy Research

1. 898 shall be known as Pre-Candidacy Research.
2. Students can register for 1-8 credits of 898.
3. For Fall Semester 2005, the Scheduling Office will apply all advisor numbers/sections currently associated with 899 to 898.

B. 899 Doctoral Dissertation Research

1. The Registrar will coordinate the enrollment of all students advanced to doctoral candidacy before the first day of classes of a fall or spring semester by automatically applying an 899. Candidates should be sure that the Graduate School is aware of their advancement to candidacy since they will be unable to register for 899 unless their status has been formally recorded.
2. Other students may not register for 899.
3. 899 will carry 6 credits and 108 units. All doctoral candidates registered for 899 will be considered full time for enrollment purposes.
4. Continuous registration is required of all doctoral candidates. Therefore, unless prior approval for a Leave of Absence has been requested and approved by the student's graduate program and the Graduate School, doctoral candidates will not be permitted to drop 899. Doing so will officially end a student's status as a graduate student.

II. Financial Issues 2005-2006

1. The pre-candidacy tuition for 1 credit of 898 is \$393 for residents and \$820 for nonresidents. This is the standard graduate student tuition rate.
2. The candidacy tuition for 6 credits of 899 is \$650 for residents and \$1,200 for non residents.

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3. Students will continue to receive mandatory fee charges based on the number of registered credits.
4. Students who enroll in additional coursework will be required to cover the cost of each credit at the regular resident or non-resident tuition rate. Candidacy tuition covers only 899.
5. Tuition remission will apply at the rate of 1 credit of remission for each credit of 898 and 6 credits of remission for 899. Tuition remission for students on half-time assistantships or fellowships (normally covering 5 credits) will cover the registration for 899. Those candidates who will graduate in December 2005 or May 2006 and who already acquired a number of 899 credit hours may request tuition remission from the Graduate School using the following form:
http://www.vprgs.umd.edu/gss/forms/Petition_for_Waiver_of_Regulations_Form.pdf.