

STATEMENT OF SATISFACTORY ACADEMIC PROGRESS

Doctoral Degree Students

Doctoral students customarily require five to eight years to fulfill all requirements for the degree set forth by the applicable degree program and TGS (collectively, “the requirements”), depending on the discipline. A student must be admitted to candidacy prior to the beginning of the student’s fourth year. Any student not meeting this requirement will be considered not in good academic standing. Admission to candidacy is reached by passing a comprehensive qualifying examination, written or oral or both. Individual departments or programs determine the character of this examination.

Students must have a prospectus (dissertation proposal) approved by their committee no later than the beginning of the fifth year of study. Any student not meeting this requirement will be considered not in good academic standing and, therefore, will not be eligible for fellowships, traineeships, teaching or research assistantships, or scholarships. A petition for extension of the prospectus deadline may be approved by TGS under certain circumstances, such as medical or family leave.

To be in good academic standing and make satisfactory academic progress toward the doctoral degree, full-time students must take no fewer than three and no more than four course units, or, if appropriate, TGS 598 Resident Doctoral Study, TGS 599 Post-Candidacy Research, TGS 503 Resident Research Continuation, or TGS 512 Continuous Registration each quarter. All students must maintain at least a B (3.00) average and may not accumulate more than two incomplete grades. Students must also satisfy all requirements set forth by the applicable degree program to remain in good academic standing. Students who follow a part-time program must meet the same deadlines as full-time students. After achieving candidacy, students must make satisfactory progress toward completion of the dissertation. Students failing to meet these deadlines may be excluded from further graduate study at Northwestern University.

Students who fail to maintain good academic standing or otherwise fail to make satisfactory progress toward their respective degrees, as defined above, may be awarded federal and institutional assistance for one additional payment period to reestablish satisfactory standing. Students who do not reestablish satisfactory standing will remain ineligible for any additional federal and institutional assistance until they return to good academic standing, as defined above. An exception to this policy may be granted by the TGS associate dean for student services after a thorough review of evidence of mitigating circumstances presented by the student and/or the student’s academic program.

Students pursuing the doctoral degree through less than full-time enrollment will be eligible for federal loan assistance if they successfully complete at least a half-time course load and meet the other stated requirements and schedules established by TGS.

Master's Degree and Master's of Fine Arts Students

To be in good academic standing and make satisfactory academic progress toward the master's degree, full-time students must take no fewer than three and no more than four course units, or, if appropriate, TGS 588 Resident Master' Study or TGS 512 Continuous Registration, each quarter. All students must maintain at least a B (3.00) average and may not accumulate more than two incomplete grades. Students must also satisfy all requirements set forth by the applicable degree program to remain in good academic standing.

Students who fail to maintain good academic standing or otherwise fail to make satisfactory progress toward their respective degrees, as defined above, may be awarded federal and institutional assistance for one additional payment period to reestablish satisfactory standing. Students who do not reestablish satisfactory standing will remain ineligible for any additional federal and institutional assistance during subsequent quarters until they return to good academic standing, as defined above. An exception to this policy may be granted by the TGS associate dean for student services after a thorough review of evidence of mitigating circumstances presented by the student and/or the student's academic program.

Students pursuing the master's degree through less than full-time enrollment will be eligible for federal loan assistance if they successfully complete at least a half-time course load and meet the other stated requirements and schedules established by TGS.

Degree Deadlines & TGS 513 (Advanced Continuous Registration)

PhD students are expected to complete the degree before the end of the ninth year from the date of matriculation (and must be continuously registered from the time of matriculation to the time of completion). Master's students are expected to complete the degree before the end of the fifth year from the date of matriculation. Students who have not finished by these times may continue to work towards completion but will be required to register in each Fall, Winter, and Spring Quarter for TGS 513 and pay the corresponding tuition (\$1,000 per quarter).

Students enrolled in TGS 513:

- 1) are not considered to be in good academic standing;
- 2) are not eligible to receive federal loans or to qualify for the university health insurance subsidy;
- 3) are not eligible for fellowships, traineeships, teaching or research assistantships, or scholarships; and
- 4) are not eligible to defer loans or to extend visas.

Childbirth Accommodation

The Graduate School's childbirth accommodation policy provides academic milestone extensions and, in certain circumstances, continued financial support to eligible women graduate students who are candidates for master's or doctoral degrees from TGS and give birth during their eligibility.