

Spring 2020



3/28/20 – 6/12/20

SCPS GRADUATE REGISTRATION BULLETIN

Updated: March 30, 2020

GRADUATE PROGRAMS:

DePaul's School of Continuing and Professional Studies offers three graduate programs:

- ◆ Master of Arts Program in Applied Professional Studies (MAAPS) [*individualized areas of study*]
- ◆ Master of Arts Program in Educating Adults (MAEA)
- ◆ Master of Science Program in Applied Technology (MSAT)

IMPORTANT DATES & KEY INFORMATION: See <http://www.depaul.edu/university-catalog/academic-handbooks/graduate/university-information/Pages/academic-calendar.aspx>

Mar 20: Tuition due; after this date, due within 24 hours of registration. .

Mar 28: Quarter begins.

Apr 10-12: University closed (Good Friday/Easter Holiday)

April 4: Employer Deferral Tuition Plan applications due.

May 25: University closed (Memorial Day holiday)

Add: Students can add a course up until the course has met for 10% of the course duration.

Drop: Students can drop a course with no penalty up until the course has met for 20% of the course duration.

Withdraw: Students can withdraw with penalty between the 20% and 70% of the course duration. After 70% instruction, students cannot withdraw.

May 29: Independent Learning Products due. (See note below.)

June 12: Quarter ends.

► **GSPRC REVIEW:** Items for review by the Graduate Student Program Review Committee (GSPRC) at their monthly meeting are to be submitted to/through one's Faculty Mentor by the *first Thursday of each month*.

► **INDEPENDENT LEARNING PRODUCTS:** To insure grade posting within the quarter, **Independent Learning Products** are due to one's Faculty Mentor (having been already assessed by prior assessors) *two weeks prior to day the quarter ends*.

► **GRADUATION STEPS & other KEY INFORMATION:** See appropriate Program Guidebook and GRADUATE STUDENT RESOURCES at: <https://scps.depaul.edu/student-resources/graduate-resources/Pages/default.aspx>

QUESTIONS?

Questions pertaining to specific programs of study should be addressed to each program's Program Guidebook, one's Graduate Faculty Mentor or the Program Coordinator. General questions should be directed to the Graduate Programs Office.

► Contact Info: <https://scps.depaul.edu/about/contact-us/Pages/default.aspx> or 312/362-8001

Spring QTR. (2020) at the Loop Campus (1 E. Jackson)

TO REGISTER: To learn how to register, please view this step-by-step training tutorial, link [here](#).

Maintaining Active Status: Students remain active if registered in any of the Fall, Winter or Spring quarters. If not enrolled for three consecutive regular quarters, student's active status will be discontinued. Students whose status remains active enjoy access to DePaul University computer labs and library services. Active students may request to be registered for Continuing Activity Status- a 0 credit hour registration that incurs a \$25 athletic fee. Requests will be reviewed on a case-by-case basis and must have the approval of the Faculty Mentor and the SCPS Associate Dean (to request, fill out the Special Registration [form](#)). Discontinued students must apply for readmission.

SPECIAL REGISTRATIONS: If you have been advised by your mentor to request a special registration or if you wish to register for a course after the registration window has closed for students on Campus Connect, please complete a "Graduate Special Registration Form" link [here](#).

