**California State University, Long Beach                       Policy Statement**

                                                                **XX-XX**

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**Policy on Graduate Studies 700**

(Revision of University Policy Statement 05-08)

This policy revision was recommended by the Academic Senate on **XXXXX** and approved by the President on **XXXXX**.

Every semester, graduate students must be registered in a course or in GS 700 or have an approved educational leave. Registration in GS 700 is restricted to graduate students who have completed all course work and have been advanced to candidacy. Registration in a course or in GS 700 also is required in winter or summer session if that is when a student plans to graduate. Although no unit credit is added to the student’s program or transcript, GS 700 is considered as one unit of concurrent enrollment credit for fee payment purposes, payable online within the first 2 weeks of the semester, or at the College of Continuing and Professional Education (CCPE) after the first 2 weeks of the semester. Registration for GS 700 constitutes enrollment in the university, including for scholarship eligibility purposes.

Graduate student enrollment in GS 700 must be approved by department graduate advisors, chairs, or the Associate Dean for the College. Registration in GS 700 is CR/NC only. After registering for four semesters of GS 700, students will be subject to a registration hold. Prior to registering for any subsequent semester of GS 700, the department graduate advisor must confer with the student and with the Associate Dean of the College about an appropriate course of action for the graduate student. Colleges / departments may hold students to a stricter timeline than outlined here.