



California University of Pennsylvania

Graduate School POLICY: Candidacy

A. Purpose & Scope

To define the need and procedure for applying for candidacy

B. Definition(s)

Candidacy is the process by which a student is formally accepted into an academic program.

C. Policy

After admission to a graduate program, in order to complete a program of study leading to the graduate degree, the graduate student must apply for and be admitted to the status of candidacy. It is the individual's responsibility to apply for candidacy in due time and manner. Application for candidacy should be made when a graduate student has completed at least six but no more than twelve credits of graduate study at this university. Students failing to meet this candidacy requirement may be blocked from future registration. Credits completed in excess of twelve may not be accepted for inclusion in a degree program. The Candidacy Application form is available to download on the graduate website or in the office of the School of Graduate Studies and Research.

The applicant for candidacy must demonstrate a 3.00 cumulative grade point average (B average) in graduate courses. The University reserves the right to deny the applicant's request for admission to candidacy for the master's degree.

D. Procedure(s)

Approval for admission to candidacy is granted by individual departments or programs, which may have special requirements such as interviews or tests, and by the Dean of Graduate Studies and Research. For more precise details, the applicant should consult with the department chairperson or Graduate Coordinator.

E. Effective date: 2018-2019 Graduate Catalog

Updated date: January 30, 2018

Amended Date: February 6, 2018