

Graduate Division specific notes:

Graduate Division is making degree audits accessible to all Departments and Programs. It is up to the Departments and Programs when and if they will use the DARS. Eventually the Graduate Division would like to see all Graduate Coordinators using the DARS to Advance their Master's students, with a goal of making it easier for the Graduate Coordinators when reviewing curriculum towards the Master's degree.

- Graduate Division is implementing DARS for MS, MA, MFA and Professional Masters Programs.
- Degree audits are also being implemented for Master degrees, under a Ph.D. Degree Code, with the option for a Master's along the way, or for a Terminal Masters.
- Degree Audits are NOT being implemented for Ph.D. degrees.
- In approximately one year (FA18), the Application to Candidacy Form will be turned into an online form, using the DARS process. The online form is in work by Grad Division, as of 11/6/2017.

Graduate Degree Requirements:

- The Graduate Division suggests that all Departments review courses that they repeatedly request exceptions for. Once they have determined that a course is being used over and over again as an exception the Department should consider adding it to the approved curriculum listed in the catalog. This will reduce the amount of exceptions requests and make the process much more streamlined.
- As departments update catalog verbiage or consider changes to curriculum, please remember that the coursework towards the master's degrees needs to be specific in nature in order for the program to be coded in DARS. Specific subject codes and course numbers are required, i.e. "select 8 units of a science" must be expressed as "8 units of BIO, CHEM or PHYS 200-299".

Please contact the Graduate Division to discuss the details of implementing your program.