Policy
The purpose of this policy is to clarify the enrollment requirements for graduate students who are utilizing university services and resources while working on their degrees (i.e. beyond those situations where students are attempting to re-enroll at the university).

Authority
The UW-River Falls Chancellor issues this policy in accordance with the Administrative Policy process.

The ACBF is responsible for the administration of this policy. Request an exception to this policy from the Administrative Policies web site (http://www.uwrf.edu/Administration/Policy/).

Sanctions and Appeals Process
Failure to adhere to the provisions of this policy may result in appropriate disciplinary action as provided under existing procedures applicable to students, faculty, and staff, and/or civil or criminal prosecution.

Procedure
The University provides resources and services to graduate students throughout their educational experience including, but not limited to, general faculty advising, guidance and assistance while completing research projects (e.g. theses), library access (e.g. reference librarian assistance, assistance with MINDS, electronic and other resources), and additional services provided by university offices. To access these services, and to properly resource them in situations other than when a student is seeking to re-enroll at the university, a student must be enrolled in a graduate-level course of at least one credit during each term (fall, spring, or summer session) in which the student requires access to these services, including the term in which the student intends to graduate.

University Responsibilities
The Office of Graduate Studies is responsible for overseeing the implementation of this policy.

Department/Unit Responsibilities
Graduate Program Advisors
Registrar’s Office
Office of Graduate Studies

Background
Graduate students currently have options to enroll in credit bearing courses, such as UNIV 759, to continue utilizing university services in situations where they are not taking program-specific, credit-bearing courses. The services that the university provides to graduate students in this context need to be resourced and the adoption of this policy will help to address this deficit.

**Related Documents**
- Not applicable.

**Contact**
To direct questions about this policy, mailto: administrative-policy@uwrf.edu.