

UNIVERSITY OF MINNESOTA  
Graduate School

Minutes, Graduate School Executive Committee  
Meeting of Tuesday, November 26, 1985  
2:15 p.m., 303 Johnston Hall

**Present:** Faculty representatives--Professors Ellis S. Benson, Kendall W. Corbin, Herbert L. Pick, Jr. (for Clark Starr), Stephen Prager, Gerhard Weiss; administrative representatives--Deans Robert T. Holt (Chair), Judson D. Sheridan, Kenneth Zimmerman; student representatives--Robert Myers, Stefano Romagnoli; Graduate School Fellowship Committee representative--Professor Mark Snyder; Civil Service representative--Paul Altmann (for Karen Starry); guest--Professor Diane J. Van Tasell; staff--Dennis Clayton, Myrna Smith; secretary--Vicki Field

**I. FOR ACTION**

Dean Holt called attention to the revised draft application form that would permit eligible graduate students to pay tuition at the half-price rate on an individual basis, but not to later use courses taken at reduced cost to meet residency requirements for subsequent Graduate School degrees. He reported that Professor Nantell, who was not able to attend the present meeting, had discussed the proposed change in half-price tuition with members of the Social Sciences Policy and Review Council who had raised questions about the earlier proposal to eliminate half-price tuition for master's, specialist and coursework only students. All expressed satisfaction with a policy allowing half-price tuition for qualified students upon formal application, with the proviso that courses taken at the half rate could not be used to satisfy the residency requirement for additional Graduate School degrees.

Mr. Myers asked for clarification concerning the effect of the change on graduate students who began their studies here under the current policy. Dean Holt stated that the Graduate School would honor the present policy for these students, who number approximately 250. (Students entering a Graduate School degree program in winter quarter 1986 would also need to be included in this group, since the proposed change could not be implemented until spring 1986, Dean Holt pointed out.) Instead of requiring these students to pay the tuition differential at the point of transfer of half-price credits to an additional Graduate School degree program, however, an adjustment would be made in the rate at which these students accrue residency to permit them to receive one quarter's residency for every two quarters of full-time registration at the half-price tuition rate.

With this clarification, Executive Committee members voted unanimously to approve the proposed change in half-price tuition.

(Copy of document attached.)

II. FOR INFORMATION

Dean Holt reported that he has received approval from the Office of Academic Affairs for programs to formally notify prospective students of the availability next fall of tuition grants for graduate assistants, calculated at two times the percentage of the assistantship appointment. He further reported on recent developments at the federal level that lead him to believe that the tuition grants will not be taxed.

The meeting was adjourned.

Respectfully submitted,

Vicki Field, Assistant to the Dean

APPLICATION FOR PERMISSION BY MASTER'S STUDENTS  
TO PAY TUITION AT HALF RATE

INSTRUCTIONS AND GUIDELINES FOR COMPLETING APPLICATION:

The Graduate School has a four-quarter residency requirement for the master's degree. Once the residency requirement is completed, students may register for additional coursework at 1/2 the appropriate tuition rate effective the quarter following completion of the requirement. However, restrictions exist on the use of coursework taken at the 1/2 rate and, therefore, master's students must make application for 1/2 rate tuition. Master's students who take courses at the 1/2 rate may use those courses later to meet credit requirements for the specialist and doctorate; however, those quarters at 1/2 rate registration may never be used to meet the six quarter specialist or nine quarter doctoral residency requirement.

POLICY GOVERNING THE RESIDENCY REQUIREMENT

The residency and 1/2 rate tuition feature does not apply to the Twin Cities MBA program. Also, students who in their first quarter of Graduate School registered under Wisconsin reciprocity are not later permitted to utilize the 1/2 rate tuition feature.

In order to be counted towards the Graduate School residency requirements (and thus counted in determining eligibility for the 1/2-price tuition feature), the credits must be:

- (1) taken in the Graduate School and appear on a University of Minnesota Graduate School transcript or;
- (2) transferred to the Graduate School transcript from an approved Master's program. Students may receive residency credit for courses transferred to the Graduate School from other University colleges taken as Adult Specials, Continuing Education and Education, or from other graduate institutions (see the appropriate section of the Graduate School Bulletin for transfer rules).

CALCULATING THE RESIDENCY REQUIREMENT (See Worksheet on back)

To calculate the number of quarters of residency accumulated in order to determine eligibility for 1/2 tuition, the student should obtain a Graduate School transcript, add residency completed in the Graduate School and residency granted from an authorized transfer i.e. from an approved Graduate School degree program.

Residency accumulated in the Graduate School

- a. add the total number of credits appearing on the University Graduate School transcript taken on a part time basis (1-6 credits) during the fall, winter and spring quarters and divide by ten (excluding transfer courses and courses with "W").
- b. Students also can receive 1/10 of a quarter's residency for each summer term credit up to a maximum up to 1/2 quarter of residency for each summer term.
- c. To these figures, add all full time quarters (7-15 credits).
- d. If the total figure equals 4 for the master's, the student will be eligible for 1/2 rate tuition the next quarter.

Courses at all levels, including those at the 1 and 3 levels, should be counted. Although courses with "N's" or "D's" count towards the residency requirement, they cannot be used to meet degree requirements. Credits earned through the "Credit by Examination" process may be used to meet credit requirements, but not residency requirements, for graduate degrees. For purposes of calculation do not use the credit total shown on the University transcript since this does not include courses showing grades of "I", "V" or "X" or no grade.

Residency Transferred into the Graduate School

To compute quarters of transfer work from an approved Graduate School program, total the number of authorized credits transferred and divide by ten. (When the other institution is on the semester system, multiply the number of semester credits by 1.5 to obtain the equivalent number of quarter credits.)

Total Residency

Add these figures and if the total figure equals 4, the student will be eligible for 1/2 rate tuition the next quarter.

WORKSHEET

Obtain an up-to-date University of Minnesota Graduate School transcript and complete the following.

Number of credits taken fws on part time basis \_\_\_\_\_ divided by ten= \_\_\_\_\_ qtrs

Number of credits taken summer terms (maximum .5 residency per term)= \_\_\_\_\_ qtrs

Number of fws quarters taken full time (7-15 credits)= \_\_\_\_\_ qtrs

Number of authorized credits transferred \_\_\_\_\_ divided by ten= \_\_\_\_\_ qtrs

Total \_\_\_\_\_ qtrs

(Must be 4 quarters for the master's to be eligible for the 1/2 rate tuition)

I WISH TO TAKE ADVANTAGE OF THE 1/2 RATE TUITION FEATURE; I UNDERSTAND THAT ANY COURSES TAKEN UNDER THIS FEATURE CANNOT BE USED LATER TO MEET RESIDENCY REQUIREMENTS FOR THE SPECIALIST AND/OR DOCTORAL DEGREE. I FURTHER UNDERSTAND THAT THERE ARE NO EXCEPTIONS TO THIS POLICY. ALSO, RETROACTIVE REGISTRATION AT THE 1/2 RATE IS NOT PERMITTED.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
I.D. Number

\_\_\_\_\_  
Date

Please note: If the doctoral residency requirement is not met at the time of graduation, students will register for Grad 8666, Residency credits, for the appropriate number of credits to complete the requirement.