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# Curricula and Courses

This section contains the specific requirements for all graduate degrees authorized at San Diego State University by the board of trustees of the California State University. These specific requirements of departments or schools supplement and are in addition to the basic requirements for advanced degrees as stated in Part Two of this bulletin. All official master's degree programs must be prepared in conformity with the specific requirements for the degree in question.

In addition, courses acceptable for credit toward an advanced degree are listed under major fields and areas of concentration. Each course is listed by department number, title, and units. Not all courses are offered every semester or every academic year. Ordinarily each listed course will be offered not less than once during a two-year period. Refer to the *Class Schedule* for a listing of course offerings.

San Diego State University reserves the right to withdraw any course listed in the class schedule for which the enrollment is not sufficient to warrant the organization of a class.

## Absence from Class

### Instructor Initiated Drop Policy

Students who do not attend the first class session and the beginning of the second class session of a course may be dropped from that course by the instructor within the first 12 class days of the semester. Students who do not meet prerequisite requirements can also be dropped within the first 12 class days of the semester. Any student dropped by the instructor during this period will be notified of the action by e-mail. It is the student's responsibility to keep a current e-mail address on file through the SDSU WebPortal at <http://www.sdsu.edu/portal>. To reenroll, the student must receive an add code from the instructor and reenroll in the course within the first 15 class days of the semester by 6:00 p.m.

NOT ALL INSTRUCTORS WILL DROP STUDENTS WHO MISS THE FIRST CLASS SESSION AND THE BEGINNING OF THE SECOND CLASS SESSION. Students are responsible for all courses on their schedules. Students should check their online schedules regularly and take necessary action to add or drop during the first 15 class days of the semester by 6:00 p.m.

### Religious Observances

By the end of the second week of classes, students should notify the instructors of affected courses of planned absences for religious observances. Instructors shall reasonably accommodate students who notify them in advance of planned absences for religious observances.

## Schedule Adjustment Policy

All schedule adjustments (formerly called Change of Program) MUST BE COMPLETED BY THE END OF THE 15th CLASS DAY OF THE SEMESTER BY 6:00 P.M. The schedule adjustment period allows you to add a course, drop a course, withdraw from the university, and change grading basis. Students will no longer be allowed to make ANY schedule changes (excluding total withdrawal from the university for extremely serious, documented cases involving health or accident) after the 15th class day of the semester by 6:00 p.m.

## Prerequisites for Graduate Courses

Students must satisfy course prerequisites (or their equivalent) prior to beginning the course requiring the prerequisite. Faculty have the authority to enforce prerequisites listed in the bulletin, to evaluate equivalent preparation, and to require proof that such prerequisites/preparation have been completed. Faculty may, during the first week of classes, request students without the prerequisites or equivalent preparation to take formal action to drop the course. Failure to comply will result in a failing grade.

## Special Prerequisites for Registration in 798 and 799A

Registration in course 798, Special Study, must be arranged through the instructor, the major adviser, and the chair of the department concerned. Forms for this purpose are available in the departmental offices.

Only those students who have been advanced to candidacy and who have an officially appointed thesis committee are permitted to register for course 799A, Thesis. The student must obtain clearance for registration in this course from the Division of Graduate Affairs. Failure to obtain this clearance may result in cancellation of enrollment.

## Thesis Extension (799B)

This course is intended solely for those graduate students who have had prior registration in Thesis 799A with an assigned grade symbol of SP or RP.

## Comprehensive Examination Extension (799C)

Enrollment in 799C (0 units) is intended solely for those graduate students who have completed all degree requirements except for the comprehensive examination (Plan B) option. Enrollment in 799C is not necessary if a student is enrolled in other coursework during the semester they take the comprehensive examination.

## Special Prerequisite for Registration in 899

Registration in course 899, Doctoral Dissertation, is limited to those doctoral students who have been advanced to candidacy and who have an officially appointed dissertation committee.

## Unit or Credit Hour

In the listing of courses that follows, figures in parentheses indicate the unit value of the course. One unit or credit hour represents 50 minutes of recitation or lecture, together with the required preparation, or three hours of laboratory work or two hours of activities, each week for a semester.