

WEST VIRGINIA UNIVERSITY
HEALTH SCIENCES CENTER GRADUATE PROGRAMS
PLAN OF STUDY GUIDELINES

The Plan of Study form should be submitted as follows:

1. MSN students after advisor is assigned (after 3rd semester); other MS students after 18 semester hours; PhD students after 30 hours. The student, advisor and research advisory committee approve the Plan of Study.
2. This form must be typewritten and completed in full.
3. It must be signed by the student and his/her committee and submitted to the Health Sciences Graduate Program Office for final approval.
4. When approved by the Chairperson of the Research Advisory Committee and the Health Sciences Graduate Programs Office, it becomes a binding agreement for the student, committee, and the Health Sciences Graduate Programs Office.
5. Request for a change in the Plan of Study must be submitted in writing:

For minor changes in the approved program, a letter of request must be submitted to the Health Sciences Graduate Programs Office after written concurrence has been obtained from a majority of the graduate committee and student.

For major changes in approved program, a revised Plan of Study must be submitted to the graduate committee for its approval and submitted to the Health Sciences Graduate Programs Office for approval.

6. Return completed form to Health Sciences Graduate Programs Office, 2271 Health Sciences South, PO Box 9024, Morgantown, WV 26505-9024

The original approved Plan of Study form will be returned to the department.