

Boston University Medical Campus
Office of the Associate Provost GMS

March 28, 2019

Dear GMS Students,

[Fall 2019 - Registration](#) begins March 31, 2019. Please visit our GMS website to access all of the information, links and forms that you will need to complete your registration. The deadline for continuing student to submit full payment and avoid late fees for the fall 2019 semester is **August 6, 2019**.

Please note the following:

1. To register online all students must first meet with their Advisor/Program Director to discuss course selection and to obtain the required Academic Advising Access Code.
 - o MA, MS, PhD – Students are encouraged to familiarize themselves with their degree requirements and track their degree progress each semester. Degree requirements for each degree program are outlined in the [GMS Bulletin](#)
 - o **Degree Advice** is a web-based academic advising tool available for some degree programs. Degree Advice is *customized per student* and incorporates degree requirements, transfer credit, waivers, and current registration information to update a student's progress seamlessly through his or her degree program. Students can access **Degree Advice** and a student guide via the **Student Link: Academics >Academic Advising >Degree Advice**.
2. All students are required to register continuously until completion of all degree requirements.
3. Ph.D. students are required to officially register by **April 30, 2019** to ensure that a June 2019 Stipend is issued on time.
4. Some GMS courses are restricted from On-line Registration. For these courses, students will need to submit a Class Adjustment Form (add/drop) via [GMS Forms](#).
5. **Any adjustments to course loads may increase or decrease the tuition due for the semester. Contact the GMS Registrar (millie@bu.edu) regarding tuition adjustments.**
6. MS & MA degree students continuing in a program who will not be registering for full-time course load due to the completion of other degree requirements, such as research, may submit a Certified Full-Time (CFT) Form, if registering for less than 12 credits of course work. Submit a CFT form via the [GMS Student Forms Page](#). Students should indicate the type of independent work and total hours per week during the specific semester or the form may be denied. Visa regulations require that most International students register as full-time students either by course registration or by certification

7. Students may not use federal financial aid towards courses that will not count towards their degree (PDP classes, BT Courses or undergraduate courses or unapproved graduate level courses at other BU schools and colleges).
8. Students may **NOT** register for **GMS BT undergraduate** courses or audit courses in other colleges at BU. This excludes PhD Students. PhD Students may not audit courses at SPH.
9. For complete list of all the GMS courses and the current fall 2019 courses visit the [GMS website](#) and student link.
10. Students may **ADD** a course via student link up to the official add deadline.
11. Students may **DROP** a course via student link up to the official drop deadline without a "W" grade.
12. Students may only take up to two semesters of Leave of Absence.
13. In order for a student to officially graduate and submit thesis/dissertation, submission of a Diploma Application Form is required. Follow the graduation [Calendar](#) for upcoming deadlines and form submission for the January 2020 and May 2020 graduation.

* Please note: Students who plan to graduate in **September 2019**, must submit a [diploma application](#) by **May 20, 2019**.

For additional information, feel free to contact Millie Agosto, Registrar (millie@bu.edu) 617-358-9512 or Cindy Yee-Lin (cinyee@bu.edu).