



**Boston University Chobanian & Avedisian School of Medicine  
Graduate Medical Sciences**

October 17, 2022

Dear GMS Ph.D. Students,

The GMS website contains all of the pertinent information to complete registration process. Refer to the webpages: [Students](#) | [Registration](#) | [Calendars](#) | [Tuition & Financial Aid](#) | [GMS Student Forms](#).

**Important Deadlines:**

\* **Spring 2023 Registration Opens on October 23, 2022!**

\* **Tuition Payment Deadline is December 15, 2022** [Student Accounting Services](#) page.

\* **May 2023 tentative graduates must submit a Diploma Application PRIOR to the **January 2, 2023** deadline.**

**Additional Information:**

- 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](#)
- 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.
- **Prior to registering for any classes, all students must first meet with their Advisor/ Program Director** to discuss course selections and to obtain the required “Academic Advising Access Code” for On-line Registration via the Student Link.
- ***Advising codes will not be released to any students who are missing official transcripts.***
- All GMS courses offered for **Spring 2023** semester can be accessed through the Student Link.
- For courses restricted from on-line registration, students must submit an Add/Drop via GMS Student Forms online submission (linked above).
- Students may **ADD** a course via student link up to the official add deadline.
- Students may **DROP** a course via student link up to the official drop deadline without a “W” grade.
- PhD students may not audit courses at SPH.
- All students are required to register each semester until completion of all degree requirements.

- Students may only take up to two semesters of Leave of Absence.
- **Ph.D. students** are not required to submit a CFT form and must maintain full-time enrollment status by enrollment of 12 credits or more per semester.
- **Ph.D. students** are required to officially register by **November 30, 2022** to ensure that a January 2023 Stipend is issued on time.
- Students may not use federal financial aid towards courses that will not count towards their degree (PDP classes, undergraduate BT courses or undergraduate courses or unapproved graduate level courses at other BU schools and colleges).
- **Any adjustments to course loads may increase or decrease the tuition due for the semester. Contact the GMS Registrar's Office [GMSRegistrar@bu.edu](mailto:GMSRegistrar@bu.edu) regarding tuition adjustments.**
- Students planning to graduate in the **May 2023** graduation must be in compliance for graduation and submit a **Diploma Application** by the **January 2, 2023 deadline**.
- **Students may not submit dissertation or attend May 2023 PhD Commencement Ceremony, if a Diploma Application was not submitted by the deadline.**

For any additional information or questions, feel free to contact the Registrar's Office [GMSRegistrar@bu.edu](mailto:GMSRegistrar@bu.edu)