The graduate policies & procedures document is undergoing an extensive update. In the interim please utilize the contact information below to address questions you may have. If there is not a contact for your specific need please reach out to Michael Kocet at michael.kocet@ucdenver.edu and copy graduateeducation@ucdenver.edu

Graduate Student Services		
Area	**Contact**	**Email**
Graduate New Student Orientation Graduate Policies Council of Graduate Schools Graduate Faculty Appointments & Tracking Graduate Committee Composition 3-Minute Talk Competitions Post Docs	Michael Kocet, AVC Graduate Education	michael.kocet@ucdenver.edu
Student Academic Grievances (after student exhausts appeals process of school/college)	Graduate Council Academic Conduct, Appeals & Grievance Committee (CAGC)	michael.kocet@ucdenver.edu
Graduate Program Reviews	Beth Myers, AVC Academic Planning & Institutional Effectiveness Michael Kocet, AVC Graduate Education	beth.myers@ucdenver.edu michael.kocet@ucdenver.edu
New Graduate Program Proposals	Beth Myers, AVC Academic Planning & Institutional Effectiveness Michael Kocet, AVC Graduate Education	beth.myers@ucdenver.edu michael.kocet@ucdenver.edu
Thesis / Dissertation Manuscript Formatting	Neecee Matthews-Bradshaw, Learning Resource Center Director	neecee.matthews-bradshaw@ucdenver.edu
Scholarships	Christina Henningsen, Associate Director of Scholarships	christina.henningsen@ucdenver.edu
Graduate Education Scholarship (previously known as chancellor scholarships)	Michael Kocet, AVC Graduate Education	graduateeducation@ucdenver.edu
Travel Awards	Michael Kocet, AVC Graduate Education	graduateeducation@ucdenver.edu

Relevant Graduate Ed Webpage: Graduate Services & Resources

Forms & Procedures		
Area	**Steps**	**Email**
Doctoral Comprehensive Examination Doctoral Final Examination	Student completes form and sends it to committee chair for signatures. Program director sends form to the registrar	
Exam Report Form	Student completes form and sends it to GSC chair and program director for signatures. Program sends form to the registrar	
Graduate Student Candidacy	Student completes and sends form to their advisor & program director for signature. Program sends form to the registrar	
Graduate Student Leave of Absence Reinstatement to Program	Student completes and sends form to program director and then to the school/college dean or associate dean. Dean/ associate dean sends form to the registrar	gradrecords@ucdenver.edu
Academic Standing / Probation	Student must get letter of documentation signed by program director and school/ college dean or associate dean. Program sends letter to the registrar	
Request for Time Extensions	Student completes form and sends to school/college dean or associate dean for approval, then to AVC Graduate Education. AVC Graduate Education sends form to the Registrar	
Approval for Transfer Credits & Course Validations	Student sends form to dean/ associate dean for signature. Dean/associate dean sends form to Registrar's Office	

Relevant Graduate Ed Webpages:
Forms
Academic & Registration Policies
Key Dates & Deadlines

Admissions		
Area	**Contact**	**Email**
Applications	Graduate Admissions	graduateadmissions@ucdenver.edu
International Applications	International Admissions	intladmissions@ucdenver.edu
International Credential Evaluation	International Admissions	intldocuments@ucdenver.edu
English Language Proficiency Support	International Admissions	intldocuments@ucdenver.edu
School/College Specific Inquiries		
Prospective Graduate Applicants		
School / College	**Phone**	**Email**
Business School (BUS)	303.315.8211	bschool.admissions@ucdenver.edu
College of Arts & Media (CAM)	303.315.7487	caminfo@ucdenver.edu
College of Architecture & Planning (CAP)	303.315.1000	cap-admissions@ucdenver.edu
College of Engineering, Design, & Computing (CEDC)	Prospective graduate applicants can contact their program-of-interest directly	
College of Liberal Arts & Sciences (CLAS)	N/A	clas.graduateadmissions@ucdenver.edu
School of Education & Human Development (SEHD)	303.315.6300	education@ucdenver.edu
School of Public Affairs (SPA)	303.315.2228	spa.admissions@ucdenver.edu
Graduate Applicants with In-Progress or Submitted Applications		
School / College	**Phone**	**Email**
Business School (BUS)	303.315.8211	bschool.admissions@ucdenver.edu
College of Arts & Media (CAM)	303.315.7400	caminfo@ucdenver.edu
College of Architecture & Planning (CAP)	303.315.1000	cap-admissions@ucdenver.edu
College of Engineering, Design, & Computing (CEDC)	303.315.2183	engineering@ucdenver.edu
College of Liberal Arts & Sciences (CLAS)	N/A	clas.graduateadmissions@ucdenver.edu
School of Education & Human Development (SEHD)	303.315.6300	education@ucdenver.edu
School of Public Affairs (SPA)	303.315.2228	spa.admissions@ucdenver.edu

Relevant Graduate Ed Admission Webpages:

Where to Begin?
How to Apply
Check your Application Status
Admitted & Incoming Students
International Admissions