In addition, every semester all full-time graduate students must enroll in a minimum of one credit hour of the appropriate 700 or 800 level to document faculty and departmental efforts in graduate teaching. At the time of enrollment, departmental personnel (e.g. the graduate coordinator) assign the committee chair as the instructor for this individual instruction course with a 100 percent effort. If a student has committee co-chairs, two instructors may be assigned, with 50 percent effort for each instructor. If the student has not yet chosen a committee chair, the graduate coordinator enters the name of the appropriate department or program chair as the instructor. Departments will be surveyed each semester to determine committee chair assignments for part-time graduate students who do not enroll in a 700 or 800 course section.

Chapter 4, General Policies, Transcript Requirements

Applicants who attended school outside the United States or Canada must submit:

- All official transcripts, mark sheets, grade reports, examination results, and degree certificates from all higher education institutions attended. The applicant may be required to submit a course-by-course evaluation report of their foreign credentials, including copies of official transcripts, from the WSU-approved Credential Evaluation Service (see the WSU Graduate School Apply website for additional specific information). This report is required for completing the application for graduate admissions. When using a credential evaluation service, Applicants must have all official transcripts, mark sheets, grade reports, examination results, and degree certificates from all higher education institutions attended sent directly to the Credential Evaluation Service. (Note: English translations will be required by the Credential Evaluation Service; please check the WSU Graduate School website for contact information.) The Credential Evaluation Service will make a determination on whether or not the applicant’s degree is equivalent to a U.S. bachelor’s degree. The final decision about the equivalency of any bachelor degree rests with the Dean of the Graduate School. The Graduate School reserves the right to determine whether a credential evaluation report is needed, or whether the applicant may have his/her official transcripts and degree documents sent directly to the Graduate School.

Admission for Second, Higher Degree