

Registration Information

General Information

- Electronic registration is available for all students at the following website:
<https://sims.rutgers.edu/webreg/pacLogin.htm>
- Full-time status is considered between 9 and 16 credits. Students supported on TAs or a first-year SEBS Excellence Fellowship should register for 16 credits/semester.
- For Ph.D. students, once you have completed all of your coursework, are postqualifying, and have close to the 72 total credits needed to graduate, you can register for fewer credits, with a minimum of 1 research credit/semester required. See the Graduate Program Director (GPD) when you reach this point.
 - This is especially important for students supported on grants or fellowships, as the tuition costs have to be paid by the grant and the fellowship may be a set amount that can be used for other purposes such as supplies and travel if tuition is not needed.
- For M.S. students, once you are close to 30 credits you can register for one credit/semester. See the GPD when you reach this point.
- Continuous registration is required of all.

Summer Registration

- As a TA, you are entitled to six “free” course or research credits (meaning your advisor does not have to pay for them) for the summer following your TA assignment. Be sure to register for these if you are on campus working on your research over the summer.
- GAs and Graduate Fellows are not entitled to “free” course or research credits over the summer. If you register, your advisor will have to pay the tuition.

Sample registration

1. Teaching Assistant, Graduate Assistant, or Graduate Fellow status:

- *Full TA Appointment* 16:340:877 section 01; 6 credits with an “E” prefix (meaning excluded from degree credits).
- *Full GA Appointment* 16:340:866 section 01; 6 credits with an “E” prefix.
- *Graduate Fellowship* 16:340:811 section 01; 0 credits (no prefix required)

2. List all courses you are taking. Usually one or two courses – three at the most, if a fellow.
 - Up to 12 undergraduate credits at the 300 and 400 level may be taken and applied toward the degree. Be sure to register with a G prefix if you want an undergraduate course to count toward degree credits.
3. Remaining credits to total 16 should be in *Research in Endocrinology and Animal Biosciences* 16:340:701/702 (fall/spring) under your advisor's section.
 - Research credits can be reduced as you near graduation (see above).
 - Research grades are satisfactory (S) or unsatisfactory (U) only. Unsatisfactory research grades are very serious and most likely will lead to probationary conditions.

Continuous Registration

- You must remain registered every semester, either with course and research credits or as *Matriculation Continued* 16:340:800 if the situation warrants.
 - *Matriculation Continued* is to be used only if you are on leave from your studies and have not yet taken the PhD qualifying exam.
- International students must have completed all course work and research credits before registering for 1 research credit.
- Any lapse will require an Application for Readmission form and approval of the Graduate Program Director and the Dean of the School of Graduate Studies.
- Contact Ms. Alex Bachmann (abachman@grad.rutgers.edu; 848-932-7449) at the School of Graduate Studies if you have any questions.

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