

**CENTRAL MICHIGAN UNIVERSITY** CHAPTER 5  
**MANUAL OF BOARD OF TRUSTEES**  
**POLICIES, PRACTICES AND REGULATIONS** PAGE 5-21

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**SUBJECT: MICHIGAN INTERCOLLEGIATE GRADUATE STUDIES  
PROGRAM**

The Board of Trustees approves of participation in the Michigan Intercollegiate Graduate Studies program as recommended by the Academic Senate.

Purpose:

1. Enable graduate students to take advantage of unique educational opportunities at other member institutions;
2. Facilitate cooperative use of resources of member institutions;
3. Encourage the development of exceptional strengths by individual member institutions, and;
4. Give evidence of the Council's commitment to cooperative efforts.

Eligibility:

1. The program is open to any graduate student in good standing in a master's specialist, or doctoral program at a member institution.
2. Participation is limited to unique educational experiences on the campus of the host university that are not available at the home university.
3. The courses at the host university must be approved in advance by the student's graduate adviser as an integral part of his or her graduate program.
4. The approval of exchange students is based on the availability of the space and resources at the host university.
5. The host institution is not required to accept a student.
6. This type of admission will ordinarily be limited to one term for master's and specialist students or two terms for doctoral students.

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Procedure:

1. The student and the academic adviser discuss the advisability of participation in the MIGS program and determine if the course(s) under consideration would be advantageous to the student's academic program, and that the same experiences is not available at the student's home university.
2. The adviser contacts the corresponding faculty member at the host university to discuss the proposed program. Mutual agreement should be arrived at as to the student's schedule and responsibilities, and the host university's willingness to accept the student should be assured.
3. Both faculty members notify their respective graduate deans, in writing, of the tentative arrangements and the student's qualifications.
4. The student arranges an interview with the graduate dean of his home university.
5. If the graduate dean approves of the proposed visit, he will authorize a standardized application form to be issued. These are available only at the graduate school and only after the graduate dean has determined:
  - 1) That the student is in good standing in a master's specialist, or doctoral program,
  - 2) That the proposed experience will constitute an integral part of the student's academic program;
  - 3) That the same type of experience is not available at the student's home university; and
  - 4) That the host university is willing to accept the student.

The appropriate signatures designated on the application form must then be obtained from both the home university and the host university.

6. The completed application form will be sufficient to grant admission to the student and to generate whatever action is necessary to register and enroll the student.

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7. The student registers at the host university, preferably by mail or otherwise expedited by the graduate school of the host university, and pays fees for the course(s) at the host university.
8. The student will make the necessary arrangements to have a transcript forwarded to his home university at the end of his period of study at the host university.

Evaluation

There will be an annual report by the Committee on Interinstitutional Programs to the Michigan Council of Graduate Deans, an annual review by that Council, with a major re-examination to be held in Spring 1976.