THE GRADUATE SCHOOL

UNIVERSITY *of* WASHINGTON

GRADUATE SCHOOL HANDBOOK

SEPTEMBER 16, 2026–SEPTEMBER 15, 2028

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1. INTRODUCTION

1.1 About the Graduate School

The University of Washington Graduate School is dedicated to fostering excellence in graduate education across the university's three campuses. As a central administrative and academic unit, the Graduate School collaborates with departments and colleges to uphold rigorous academic standards, support student success, and advance the university's mission of research, teaching, and public service.

The Graduate School provides leadership in the development and oversight of graduate programs, ensuring they meet the highest standards of quality and integrity. It also offers a broad array of services and resources designed to support graduate students throughout their academic journey. These include:

- Oversight of graduate program policies and degree requirements
- Administration of fellowships, assistantships, and other funding opportunities
- Professional development programs and career preparation resources
- Initiatives that promote diversity, equity, inclusion, and belonging
- Support services that enhance student well-being and academic success

Through these efforts, the Graduate School plays a vital role in cultivating a dynamic and inclusive scholarly community, preparing students to become leaders in academia, industry, and public life.

1.2 About the Graduate Student Handbook

The Graduate Student Handbook serves as a comprehensive guide to graduate education at the University of Washington. It is designed to help graduate students navigate the academic, administrative, and community aspects of graduate study across all three UW campuses.

This handbook brings together essential information on University policies, academic procedures, funding opportunities, student responsibilities, and campus resources. It outlines key expectations for graduate students and provides guidance on topics such as registration, grading, academic integrity, degree requirements, and student support services.

While individual graduate programs may have additional requirements and procedures, this handbook provides a University-wide framework that complements program-specific materials. Students are encouraged to consult both this handbook and their departmental

or program resources regularly to ensure they are meeting all academic and administrative obligations.

This is the second edition of the handbook and reflects current policies and practices for the September 16, 2026 – September 15, 2028 academic year. As with the first edition, this version includes updates to maintain accuracy and currency, though no major structural changes have been made. The handbook will continue to be reviewed and updated biannually. Students are responsible for staying informed of current policies and procedures and for complying with the requirements outlined in this handbook and in their academic program.

We are grateful to all who contributed to the creation of the first edition and helped establish this resource for graduate students across the University. For this updated edition, we offer special thanks to BethAnn Hoover (UWT) for thoughtful review and revision support, Grace Lam Wu for graphic design, and Brian Vogt for web publishing, for helping strengthen the handbook's clarity, accessibility, and online usability.

Important Notice

This handbook serves as a guide to Graduate School policies, resources, and procedures through 2028. Information such as academic requirements, deadlines, fees, and University policies may change over time. Students should regularly consult their department or program and official University websites for the most up-to-date information.

If information in this handbook differs from current University, Graduate School, or departmental policies, the current official policy will take precedence.

2. GETTING STARTED

2.1 Obtaining a Husky Card (UW Student ID)

The Husky Card is the official identification card for members of the University of Washington community and may be used across all three UW campuses. It provides access to a variety of services and opportunities, including campus libraries, transportation benefits when eligible, building access in approved locations, and optional use with a Husky Card Account.

The Husky Card program is overseen by the Husky Card Access and Governance Council. Students who are newly admitted or currently registered for credits are eligible to obtain a Husky Card.

HOW TO OBTAIN A HUSKY CARD

Students can obtain a Husky Card by visiting their campus Husky Card location or designated student services office with their UW student ID number and a U.S. state- or federally-issued photo ID, such as a driver's license or passport. High school IDs are not accepted for identity verification.

Some campuses also provide options for remote photo submission or mailed cards; students should consult their campus Husky Card website for current instructions.

WHAT THE HUSKY CARD CAN BE USED FOR

Depending on a student's eligibility and campus services, the Husky Card may be used for:

- Identification as a member of the UW community
- Library access and borrowing privileges
- U-PASS transit access when transit benefits are active on the card
- Building or facility access for approved spaces
- The Husky Card Account, a reloadable declining-balance account that can be used for dining, vending, printing, copying, and other participating services.
- UW Discount Program access and other campus-specific benefits

U-PASS AND TRANSIT

The Husky Card contains the technology needed to support U-PASS transit use for eligible members. On the Seattle campus, most students participate in the Universal U-PASS program, and eligible students must tap their new Husky Card on an ORCA reader to finalize activation each quarter. At UW Bothell, the Universal U-PASS program began in Fall 2025, and most students will automatically receive the benefit through a quarterly fee, with activation occurring automatically according to campus guidance.

Students should review their campus transportation page for current eligibility and activation details, since U-PASS rules differ by campus.

OWNERSHIP, SECURITY, AND MISUSE

The Husky Card remains the property of the University of Washington and is not transferable. Students may not allow others to use their card; misuse may result in disciplinary action under the UW Student Conduct Code.

No personal identification information is stored on the Husky Card's smart chip. The chip is used to validate access functions such as transit eligibility, while associated information is maintained in accordance with UW privacy policies.

LOST, STOLEN, OR DAMAGED CARDS

If a Husky Card is lost or stolen, students should immediately use the Online Card Office to report the card lost or stolen and suspend activity on the Husky Card Account or dining account. Students may also contact the Husky Card office during business hours for assistance.

Replacement Husky Cards cost $25 for loss, theft, damage, name changes, or photo changes. Once a replacement card is printed, the previous card is permanently deactivated. If the card includes a U-PASS, there is no additional fee to replace that transit function, but it may take 12~24 hours after card replacement for transit access to become active again.

HUSKY CARD ACCOUNT

Students, faculty, and staff with Husky Cards are automatically set up with a Husky Card Account. This is a declining-balance account that can be used for a variety of campus purchases. There is no minimum balance required, and students can make deposits through the Online Card Office. Balances greater than 5 may be refunded upon request, subject to current account policies.

You may obtain a Husky card at any of the three campus locations:

Table 1: Where to Obtain a Husky Card

BOTHELL CAMPUS	SEATTLE CAMPUS	TACOMA CAMPUS
Student Services Desk	**Husky Card Account & ID Center**	**Office of the Registrar**
Operational Hours: 9a.m.–4p.m., Monday–Friday **Contact**: uwbreg@uw.edu or (425) 352-5000 **Location:** Summit Hall 001 Lower Level **URL:** Card replacement link	**Operational Hours:** 8a.m.–5p.m., Monday–Friday (Closed for lunch noon–1 p.m.) **Contact:** huskycrd@uw.edu or (206) 543-7222 **Location**: Ground floor level of Odegaard Undergraduate Library, next to By George Cafe	**Operational Hours:** 9 a.m.–4 p.m., Monday – Friday **Contact:** reguwt@uw.edu or (253) 692-4913 **Location:** MAT 251

2.2 Housing and Dining

The University of Washington offers an array of affordable food options on campus, student housing, entertainment, transportation, and shopping. Whether you attend campus in Tacoma, Seattle, or Bothell there is always an option for you.

BOTHELL HOUSING

Ditch the commute to class and live on campus at Bothell Campus. As the only on-campus housing provider, **The Residential Village** allows you to easily participate in campus events and enjoy the benefits of a community experience including spacious lounges featuring community kitchens, study rooms, and an expansive and modern dining hall accessible with meal plans. The residents come for convenience and stay for the community.

- A budget-friendly solution to the high Seattle and Bothell housing costs.
- Ultra-convenient location on campus to eliminate your commute time.

- Student-first community centered around your success at Bothell Campus.
- Amenities designed for socialization and connections include: Student-First Collaborating Spaces; Large Conference Room; Private Study Rooms; Stylish Resident Lounge; Community Kitchen; Outdoor Dining Spaces; Brand-New On-Site Dining Facility; On-Site Shared Laundry Facilities

To read more, see **Campus Living**.

BOTHELL DINING

Residents will purchase a dining plan at the new dining pavilion. Commuter students, staff and faculty meal plans are available too. **Learn more about dining**.

To read more, see **Dining Services**.

SEATTLE HOUSING

Graduate students can apply for on-campus housing. The graduate student housing is convenient, independent, and close to campus. They provide Wi-Fi access, meeting space, onsite laundry, leadership opportunities, and fitness and recreation. Students can apply for graduate student housing as an individual or as a family.

BEFORE YOU APPLY

You will need this information during the application process:

- Your building preferences
- What method will you use to pay your quarterly housing and dining balance
- If you have a roommate request (you need their UW student ID number)
- If you want to live in a single-gender or mixed-gender apartment
- Your dining account level choice

You will also need to:

- Agree to the application's terms.
- Electronically sign the agreement
- Pay a $500 prepayment.

A $500 prepayment is required for on-campus housing. Paying the prepayment is the last step in submitting your application. Your prepayment will be applied to your autumn quarter housing statement. Some students with financial need may submit the application without prepayment.

To read more, see **Live on Campus**.

SEATTLE DINING

There are many on-campus dining options and services.

- **Dining Locations:** Includes two residential dining halls (Center Table and Local Point), one restaurant, and over 10 cafés across campus.
- **Summer Dining:** Summer dining hours are in effect from June through the end of September.
- **Special Diets & Nutrition:** Tools like NetNutrition help students make informed choices based on dietary needs and preferences.
- **Student Jobs:** UW Dining hires hundreds of student workers each year — applications are open and easy to submit.
- **Mobile Ordering:** The Dub Grub app allows students to order food ahead at select locations.
- **Catering**: Bay Laurel Catering offers full-service catering for campus events.
- **Deals & Discounts**: Weekly Husky Deals offer savings on meals at participating locations.
- **Sustainability**: HFS emphasizes eco-friendly practices in all dining operations.
- **Coffee Culture**: Husky Grind is UW's independent coffee shop, roastery and coffee education program.

To read more, see **Dining on Campus**.

TACOMA HOUSING

Tacoma Campus offers students the opportunity to live on-campus in a community-based living environment. As a resident of the Tacoma Campus's **Court 17 Residence Hall**, you will have the opportunity to live with other Tacoma Campus students in a vibrant and engaging community.

TACOMA DINING

When it comes to dining on the UW Tacoma campus — Tacoma is your playground! From a self-checkout convenience store to grocery delivery to restaurants, residents of Court 17 have a variety of food options available to them when living on campus.

To see more, read **Food & Dining**.

2.3 U501

University 501 (U501) is a self-guided, online resource designed for graduate and professional students at all three campuses and is intended to help prepare you for your arrival and start at the University of Washington. U501 is open to all incoming and current graduate students (after confirming enrollment) with a valid NetID and is divided into five (5) modules.

Once you have joined the course, you can access it anytime from anywhere with an internet connection.

U501 is an online resource for all UW graduate and professional students hosted on the Canvas platform and available at no additional cost.

- You may start and stop the modules at any point and continue where you stopped at any time.
- Each module is made up of several pages with videos, written content, and links.
- In order to assess how well this orientation meets your needs, there will be a brief anonymous survey at the end of each module.
- U501 is hosted on the Canvas platform and available to UW students with valid NetID at no additional cost.

URL: **Join U501**.

2.3.1 The Handbook vs. the U501 Course

The Graduate Student Handbook and U501 Graduate School Orientation are complementary resources for navigating graduate life at the University of Washington. While they serve different purposes, both are designed to help students understand UW policies, expectations, and support resources.

Purpose & Format

Table 2: Handbook vs. U501 Features

FEATURE	HANDBOOK	U501
Format	Online handbook with downloadable content	Self-paced online Canvas course
Audience	All graduate students (tri-campus)	Incoming graduate and professional students, and other graduate students who want an orientation refresher
Access	Downloadable or browsable	Canvas
Structure	Chapters and appendices organized by topic	A series of self-paced online modules

Table 3: When to Reference the Handbook vs U501

SCENARIO	HANDBOOK	U501
Need policy reference (e.g., grading, on-leave status)	✓	x
Want a quick overview of UW life and services	x	✓
Looking for links to campus resources	✓	✓
Prefer interactive learning with videos and quizzes	x	✓
Need detailed steps for academic procedures	✓	x
Want to explore support services and wellness tools	✓	✓

2.4 Contact GPC / GPA

Throughout their graduate studies, students are encouraged to work closely with both the Graduate Program Coordinator (GPC)—a faculty graduate program lead, often the department chair, or other designated faculty member, and the Graduate Program Advisor (GPA)—program staff contact in the department.

These individuals provide guidance on:

- Graduate School policy updates
- Program requirements
- Graduation processing and procedures
- Graduate School forms and references
- Professional development
- FERPA and privacy
- Funding opportunities
- International credential evaluation

Graduate Students should note that they will need to be aware of local department policies and Graduate School policies. Graduate School policies can be found on the **Arrival through Graduation webpage**.

2.5 International Students

2.5.1 International Student Services (ISS)

The International Student Services (ISS) office at the University of Washington supports F-1 and J-1 international students throughout their academic journey. ISS ensures compliance with immigration regulations while fostering a welcoming and inclusive environment for students from around the world. Its mission is to provide immigration support, promote student success, and enhance international student experience through advising, education, and advocacy.

ISS is dedicated to creating a supportive space where international students feel valued, informed, and empowered to succeed academically and personally.

CORE SERVICES:

- **Immigration Advising:** Guidance on maintaining visa status, travel, and employment (CPT, OPT, STEM OPT).
- **MyISSS Portal:** A self-service platform for submitting requests and accessing immigration records.
- **Workshops & Resources:** Educational sessions on immigration topics, cultural adjustment, and student rights.
- **Campus Collaboration:** Works closely with departments to support international student needs.

Table 4: ISS Offices on Bothell, Seattle, and Tacoma Campuses

BOTHELL CAMPUS	SEATTLE CAMPUS	TACOMA CAMPUS
Contact: uwbintl@uw.edu or call (425) 352-3876; (425) 352-3297 (after hours) **Location:** Summit Hall Enrollment Services desk (lower level) **URL:** ISS Bothell	**Contact:** Email ISS or call (206) 221-7857 **Location:** 459 Schmitz Hall, Seattle Campus **URL:** ISS Seattle	**Contact:** Access the ISS Portal or email uwtiss@uw.edu **Location:** Garretson Woodruff Pratt (GWP) 102 **URL:** ISS Tacoma

2.5.2 Center for International Relations & Cultural Leadership Exchange (CIRCLE)

CIRCLE is the University of Washington's central hub for international student engagement and cross-cultural exchange. It supports both international and domestic students in building community, developing leadership skills, and enhancing their global Husky Experience. Its mission is to create a "home away from home" for international students while fostering inclusive leadership and cultural exchange across the UW community. Though CIRCLE serves the Seattle campus, its resources can be shared across all three campuses.

Support for International Graduate Students: CIRCLE offers holistic programs and services to help international graduate students successfully navigate graduate school, including workshops, community-building events, newsletters, and one-on-one consultations.

- **Summer Pre-Arrival Essentials Series:** Newsletters and virtual workshops that help incoming international graduate students arrive at UW feeling informed, prepared, connected, and supported.
- **International Welcome Programs (IWP):** Orientation and transition support for new international students.
- **Success & Well-being Coaching:** One-on-one sessions to help students identify personal and academic growth opportunities.
- **In the Loop Newsletters:** Regular updates on events, resources, and student success stories.
- **Unite UW:** A cultural exchange program that connects international and domestic undergraduate students through shared experiences.
- **CIRCLE of Friends:** A community-building space for international undergraduates to connect with peers and find support.

Contact: uwcircle@uw.edu or (206) 685-4004
Location: 250 Schmitz Hall, Seattle Campus
URL: CIRCLE

3. REGISTRATION & RELATED ACADEMIC POLICIES/PROCEDURES

Your program and department Graduate Program Advisor will be the primary source of support for registering for the classes needed to satisfy degree requirements. The registration system is maintained by the Office of the University Registrar (OUR).

IMPORTANT RESOURCES

- The Office of the University Registrar maintains the **UW's Academic Calendar** which contains dates of instruction, University Holidays, Registration Deadlines, Adding/Dropping Courses, Tuition & Fee deadlines, and many others.
- The Graduate School Maintains a **Dates & Deadlines** calendar for specific graduate student related processes. Many OUR Academic Calendar deadlines are listed, along with deadlines related to Graduate School policies and processes.

3.1 Reviewing the UW Time Schedule

Graduate Students are able to take classes at each campus, provided they meet course prerequisites or departmental requirements. The UW Time Schedule lists credit classes offered at the UW. Each campus has a different time schedule. It is updated daily and is subject to change. You can get the up-to-the-minute status of any section by clicking on the five-digit Schedule Line Number. And please make sure to meet with your student advisors either in 1:1 or in group to help you sign up for classes.

URLS: **Bothell Campus** | **Seattle Campus** | **Tacoma Campus**

3.2 Dropping and Adding Courses

Register.UW is the system used to add and drop classes. Each campus uses the Register UW system, but each has different resources specific to their campus. Please refer to section 4.2 in this handbook for course withdrawal.

URLS: Bothell Campus | Seattle Campus | Tacoma Campus

3.3 Paying Tuition

Resources and systems for paying tuition and viewing your tuition balances are different at each campus. Check out the **Current Tuition and Fees Dashboards**. Rates are also posted as annual and quarterly PDFs on **annual** and **quarterly** tuition pages.

URLS: Bothell Campus | Seattle Campus | Tacoma Campus

3.4 Establishing Residency for Tuition Paying Purposes

As a state public university, the University of Washington has different tuition rates for state residents and non-residents. State law sets the rules governing who qualifies as a resident for tuition-paying purposes. Students must meet these requirements to be verified as residents for tuition purposes. Residency for tuition-paying purposes is initially determined at the time of admission. If you were not classified as a resident for tuition-paying purposes, but believe you should have been, please see resources below for each campus:

URLs: **Bothell Campus** | **Seattle Campus** | **Tacoma Campus**

3.5 Maintaining Minimum Credit Hours

Graduate students must register for at least one credit hour per quarter in order to maintain status at the University of Washington (UW), unless they choose to go on leave. You may have a higher minimum credit requirement based on your student status (international, veteran benefits, assistantship, funding source, etc.). Please also note that students must be registered within the quarter they wish to graduate.

Be sure to consult with your Graduate Program Advisor for clarification.

URL: **Registration Policies**

3.6 Requesting On-Leave Status

Graduate Students at each campus must maintain active student status or will be considered to have withdrawn from the University. To maintain active status without registering for courses, a student can request to go on-leave. Summer quarter is the only exception.

Before the end of the quarter a student must request on-leave status, their program must approve the request, then the student must pay $25.00 (USD) to confirm on-leave status for that quarter. If any of the preceding steps are not complete by the last day of the quarter, on-leave status will not be confirmed.

Please note that requesting leave has an earlier deadline than paying for leave. Requests need to be in a week before the last day of the quarter while payments are due by the last day of the quarter.

- **Policy 3.5: On-leave, Reinstatement, and Re-Entry Policy**
- **Graduate On-Leave Status Process & Eligibility**
- **Log into My Grad Program for Student to Request On-Leave Status**

3.7 Reinstatement After Losing Status

If a student does not maintain active Graduate Student status—defined as being registered (except in summer) or officially on leave—they will be considered withdrawn from the University. To resume studies, reapplication is not required; instead, the student may request reinstatement.

Before submitting a reinstatement request, the student must first consult with their Graduate Program Advisor. Once the request is submitted, the program must approve it, after which a reinstatement fee of $250.00 USD will be assessed. The Graduate Enrollment Management Services at the Graduate School

(GEMS) will then process the reinstatement, and the student will be notified via email once it is complete.

Please note: If a student loses their graduate student status by enrolling in GNM/NM courses while not registered in the graduate program, reapplication may be required.

- **Policy 3.5: On-leave, Reinstatement, and Re-Entry Policy**
- **Reinstatement Process & Eligibility**
- **Reinstatement Portal**

3.8 Obtaining Transcripts

All three campuses use the same system to provide unofficial and official transcripts. Students, former students, and alumni are able to order official transcripts and access unofficial transcripts 24 hours a day, 7 days a week. Official transcripts can be sent electronically or mailed in hard-copy format.

URL: **Tri-campus transcript resources**

4. GRADUATE STUDENT GRADING POLICIES AT THE UW

This chapter helps students understand the University of Washington's grading system and how it relates to graduation requirements. It provides an overview of key grading policies. For more detailed information, please refer to the **Grading System** and the **Student Governance and Policies on Grades, Honors, and Scholarship**.

4.1 Numeric and Non-Numeric Grades

4.1.1 Numeric Grades (0.0 – 4.0)

At UW, graduate courses are graded on a numeric scale from 0.0 to 4.0, which roughly aligns with the A–F letter grade system (see SGP110.1.A.1 for details).

Key Graduate School Requirements:

- Students in degree programs must earn at least 18 credits of 400- or 500-level coursework at UW. For certificates, 9 such credits are required. Your program may have additional requirements.
- You need a minimum cumulative GPA of 3.0 to graduate, based on all numeric grades in 400- and 500-level courses taken while enrolled as a graduate student.
- Grades below 2.7 do not count toward degree requirements
- Grades below 1.7 are recorded as 0.0 and do not count toward your total credits.

Petitions for Exceptions:

If you believe you have a valid reason to request an exception to one of these requirements:

- You must first submit a petition to your graduate program.
- If your program approves it, they will submit the petition to the Graduate School on your behalf.
- The Graduate School makes the final decision.

4.1.2 Satisfactory/Not Satisfactory (S/NS) Grading Option

As a graduate student, you can choose to be graded on a Satisfactory/Not Satisfactory basis (2.7 or higher = Satisfactory [S], below 2.7 = Not Satisfactory [NS]) instead of receiving a numerical grade if:

- You get approval from your graduate program advisor or supervisory committee chair.
- You are eligible to take the course for S/NS grading

How to Choose S/NS Grading:

- You must select the S/NS option when you register for the course, or no later than the last day of finals week for that quarter.
- Once you choose S/NS or numerical grading, you cannot change it later.
- Graduate School policy applies S/NS credits toward degree requirements in the same way as they do CR/NC credits. However, programs may have their own restrictions on the use of S/NS credits. For example, typically, students cannot use an S to fulfill core course requirements. Check with your program advisor before selecting the S/NS grading option.

4.1.3 Credit/No Credit (CR/NC) Courses

A course can be designated as Credit/No Credit (CR/NC) only with faculty approval and will be listed that way in the Time Schedule. If a course is CR/NC, all students in the class will receive either CR (Credit) if they meet the course requirements, or NC (No Credit) if they do not.

4.2 Withdrawals and Incompletes

4.2.1 Incomplete (I) Grade – What It Means

If something unexpected happens and you can't finish all your coursework near the end of the quarter, you may request that your instructor give you an Incomplete (I) grade — but only if:

- You've completed most of the course (up to about 3 weeks before the last day of classes). Please consult with your graduate program advisor as further restrictions may apply.
- You've been doing satisfactory work up to that point.
- You have a valid reason (like illness or emergency) for not finishing the rest.

This gives you extra time to complete the remaining work, but you'll need to work with your instructor to get permission and set a plan for finishing it by the end of the next quarter.

Entering into "On-Leave" status in the following quarter does not affect due date established to complete the work of course. Students who do not complete the work by the established due date will earn no credit for the course and an "I" will remain on the student's transcript.

4.2.2 Withdrawals (RD)

Grading for Withdrawals from the University and for Drops from Courses are specified in Scholastic Regulations, Chapter 113. The special provisions pertaining to graduate students are that:

- Official withdrawal from a course during the first 10 class/business days of a quarter will not be entered on the permanent academic record.
- After the first two weeks and through the seventh week of the course, a graduate student may withdraw from a course. A grade of RD will be recorded.
- No official withdrawal will be permitted after the seventh week of the quarter except when withdrawing from the university.

4.3 N Grades (N)

An N grade is used for courses that span multiple quarters, such as:

- **600** – Independent Study and Research
- **700** – Thesis
- **800** – Dissertation
- **801** – Practice Doctorate Project/Capstone

Here's how it works:

- While you're still working on your project, you'll receive an N each quarter.
- Once you complete all the required work, your instructor will assign one final grade.
- That final grade will replace all the N grades from previous quarters — so every quarter where you had an N will now show the same final grade.
- This way, your transcript will reflect consistent grading across all quarters of your long-term project.

4.4 Appealing Grades

4.4.1 Steps

If you think there was a mistake in how your grade was assigned or recorded, here's what to do:

Step 1: Talk to Your Instructor

- You must first speak with your instructor about the issue.
- This conversation must happen before the end of the next academic quarter (not including Summer Quarter).

Step 2: Submit a Written Appeal (If Needed)

If you're not satisfied with the instructor's response:

- You can submit a written appeal to the department chair (or the dean if there's no department).

- You must do this within 10 class/business days after your discussion with the instructor.
- Send a copy of your appeal to the instructor as well.

Note: Please consult with your advisor to verify the appeal process in your school/program.

4.4.2 What Happens Next

- Within 10 calendar days, the chair will talk with the instructor to decide if the grading was fair and reasonable or if it was arbitrary or capricious.
- If the chair believes the grading was unfair and the instructor won't change the grade:
- The chair or dean can appoint another faculty member (with faculty approval) to re-evaluate your work and assign a new grade.
- The dean and Provost will be informed of this decision.

4.4.3 Important Notes

- The 10-day deadline for submitting your appeal can be extended by the dean of the program's school or college in exceptional cases.
- Once you submit a written appeal, all documents and decisions related to it will be kept on file by the department or college.

5. FUNDING GRADUATE STUDY

Paying for graduate school involves more than just tuition — students must also consider living expenses, travel, and other costs. The UW Graduate School outlines a variety of funding sources and strategies to help students manage these expenses. These include assistantships, fellowships, scholarships, loans, work study, on-campus jobs, or general UW employment (which is open to the public) to fund your study. Check out the Graduate School webpage for more information.

URL: **How to Pay for Graduate School**

5.1 Federal Financial Aid/Loans

The **UW Office of Student Financial Aid** manages need-based financial support, including loans and grants, offered by both federal and state sources. To apply, U.S. students must submit the **Free Application for Federal Student Aid (FAFSA).**

The **Washington Application for State Financial Aid (WASFA)** can be used by students in other categories, including undocumented students, when specified by the funding opportunity. International students in the U.S. with an F-1 visa or any other type of non-immigrant visa should check with the International Student Services' **website for financial resources**.

Are you a current University or state of Washington employee (staff or faculty positions, not student)? You may be able to receive tuition exemption for up to six credits.

Please refer to your campus-specific resources for detailed information:

- **Bothell Campus**: Find out about **Tuition Exemption**.
- **Seattle Campus**: Find out about **Tuition Exemption**.
- **Tacoma Campus**: Find out about **Tuition Exemption**.

5.2 Employment

5.2.1 Assistantships (Academic Student Employee – ASE)

Assistantships are a form of paid academic employment in which students may receive tuition reimbursement for the tasks they perform for faculty members, departments, or colleges.

Academic Student Employees (ASEs), which include assistantship positions, are covered by the **UAW/ UW Academic Student Employee union contract**. The union contract governs various policies and procedures for appointments, salary, job definitions and leave time. You are encouraged to familiarize yourself with this contract. Some, but not all,

assistantships provide a tuition waiver and health insurance through the **Graduate Appointee Insurance Program (GAIP).** Your offer letter from the hiring department will confirm the length of employment, salary and benefits eligibility.

The **Graduate School website** provides additional information about eligibility and locating open assistantship positions.

5.2.2 Other Employment

FINDING A STUDENT JOB

Handshake is a popular online platform designed to connect students and recent graduates with job and internship opportunities. It partners with colleges and universities to provide a personalized job search experience tailored to students' fields of study, career interests, and experience levels.

Key Features:

- **Student-Focused**: Tailored for college students and new grads, with entry-level roles and internships.
- **Verified Employers**: Employers are vetted to ensure legitimacy and relevance to students.
- **Career Services Integration**: Many schools integrate Handshake with their career centers, offering exclusive job postings and events.
- **Easy Application Process**: Students can apply directly through the platform with their resumes and profiles.
- **Networking Opportunities**: Includes virtual career fairs, employer events, and messaging features.

URLS: **Handshake Bothell** | **Handshake Seattle** | **Handshake Tacoma**

FINDING AN INTERNSHIP

Internships are a key way to learn outside the classroom and can help shape your career trajectory, expand your professional network, build your resume, and bolster your chances of securing a good job after graduation. In fact, internship experience is one of the most important **things employers look for in hiring new college graduates**. The videos and resources below will help you to **explore**, **find**, **maximize**, and **reflect** on an internship experience that is the right fit for you.

URLs: **Career Services (Bothell)** | **Career & Internship Center (Seattle)** | **Career Development (Tacoma)**

WORK STUDY

Work Study is a great way to help pay for your education while gaining invaluable experience by working part-time. By participating in the Work Study Program you will learn work skills that are transferable to future career paths. The Federal and State Work Study Programs are typically available to students who have been offered this support as part of a need-based financial aid package.

URLs: **Student Employment (Bothell)** | **Work Study (Seattle)** | **Work Study (Tacoma)**

DEPARMENTAL STUDENT JOB PAGES

The Departmental Student Job Pages provide direct links to various UW departments that offer student employment opportunities. These include roles in areas such as Academic Technologies, Housing & Food Services, Husky Athletics, the UW Libraries, and more. Each department may list job openings on its own website, giving students a chance to explore positions that align with their interests and academic goals. This page serves as a centralized hub to help students easily navigate to these departmental listings.

URL: **Student Employment**

5.2.3 Off Campus Employment Authorization for International Students

F-1 international students at the University of Washington must receive authorization before working off campus. There are several types of employment authorization available, depending on the student's situation and academic goals:

Curricular Training (CPT)

- For work that is an integral part of the academic curriculum (e.g., internships, co-ops).
- Requires a job offer and academic department approval.
- Authorized by ISS.

Optional Practical Training (OPT)

- For work directly related to the student's major.
- Can be used before (Pre-completion) or after (Post-completion) graduation.
- Requires USCIS approval and an Employment Authorization Document (EAD).

Severe Economic Hardship

- For students facing unexpected financial difficulties.
- Requires USCIS approval and documentation of hardship.

Employment with an International Organization

- For work with recognized international organizations (e.g., UN, World Bank).
- Requires USCIS authorization.

Volunteer Work

- True volunteer roles (unpaid and not replacing a paid position) may not require authorization.

IMPORTANT NOTES

- Never begin off-campus work without proper authorization.
- Unauthorized employment can jeopardize your F-1 status.
- Must consult your local ISS office before accepting any off-campus position.

URLs: **Bothell Campus** | **Seattle Campus** | **Tacoma Campus**

5.3 Fellowships and Scholarships

5.3.1 Departmental

Many departments offer their own internal fellowships and scholarships. Your department also provides expertise on outside fellowships available in your field. We recommend contacting a GPA or GPC in your department to discuss departmental funding opportunities. You can usually find your GPA/GPC by visiting your department's website and/or reaching out to your department via email or phone call.

5.3.2 Graduate School Fellowships and Scholarships

Check out the list of fellowships on the Graduate School's website.

URL: **List of Fellowships – UW Graduate School**

Office of Graduate Student Equity & Excellence (GSEE) Fellowships and Awards

The Graduate School and GSEE are committed to supporting graduate students from diverse perspectives and experiences throughout every aspect of graduate education, including academic, financial, professional and social support. GSEE works with various partners to ensure graduate students admitted to the University of Washington are given many opportunities to succeed. GSEE maintains six fellowships and/or awards.

Contact: **uwgsee@uw.edu**
URL: **GSEE Funding Opportunities – UW Graduate School**

5.4 Graduate Funding Information Services (GFIS)

The Graduate Funding Information Service (GFIS) is a collaboration between the Libraries, the Graduate School, and the Information School. It helps current and admitted UW graduate students learn skills and tools to find funding for graduate school-related expenses.

Students can visit the **GFIS guide** on finding funding **and blog** to learn about campus funding resources, databases, search strategies, and events. GFIS hosts workshops through the virtual Research Commons, and works with UW departments to design discipline-specific workshops and resources for their graduate students. Students needing more support can also contact GFIS directly and visit them during their office hours.

Contact: **gfis@uw.edu**
Location: Consultation Studio, Research Commons, Allen Library South, Ground Floor, Seattle, WA 98195
URL: **GFIS**

5.5 UW Emergency Aid

Emergency Aid funding assists UW students by providing financial support when assistance is needed with unexpected, unavoidable, and unplanned expenses surrounding situations such as accidents, illness, fire/water damage, or a need for emergency housing and food. All three campuses of the University of Washington have Emergency Aid assistance to support currently enrolled UW students.

URL: **Emergency Aid**

6. GRADUATE SCHOOL POLICIES FOR NAVIGATING ACADEMIC TRANSITIONS & CHALLENGES

6.1 Receiving and Responding to Academic Notifications & Alerts

Graduate programs at the University of Washington use a system of Academic Alerts to formally communicate when students are, or are at risk of, not meeting program expectations. You can read the full policy on **Academic Alerts in GSP 3.7.3**.

There are multiple types of alerts in this system, typically reflecting the urgency of the need for improvement and the risk that the student may be dropped from the program. Regardless of the type of notice you receive; it is important that you communicate with your advisors and program staff to ensure that you understand the expectations described in these notices.

URL: **Policy 3.7: Academic Performance and Progress**

6.1.1 Academic Notifications

Academic Notifications are *program-level* communication sent to students who are, or are at risk of, not meeting program expectations. They should include a description of what students need to do to lift the notification and avoid receiving an Academic Alert. Please note that the Graduate School is not notified when a program issues an academic notification, and an academic notification is not required prior to recommending an academic alert.

6.1.2 Academic Alerts and Final Academic Alerts

Academic Alerts are formal program- and graduate school-level communication sent to students who are not meeting program expectations. They should include a description of what students need to do to lift the Alert. Students who do not meet the expectations described in the Academic Alert may be moved to Final Academic Alert status. Students who do not meet the expectations described in a Final Academic Alert may be academically dropped from their programs and the Graduate School.

In circumstances that should be described in your program's handbook, students may be moved directly into Final Academic Alert. This will most often occur when the student has failed to pass a milestone and/or is determined to be unprepared to proceed to the next

phase in their graduate program. You may occasionally hear the phrases "in good standing" or "not in good standing." While the Graduate School policy does not use those terms, many programs may identify students with an unresolved Academic Alert as being "not in good standing," with consequences for funding, employment, and other opportunities.

Neither Academic Alerts nor Final Academic Alerts will be noted on the student's transcript. These statuses are only known to the graduate program from which the alert was issued and the Graduate School staff.

6.1.3 Academic Drops

Students that do not resolve issues described in Final Academic Alerts may be dropped from their program. In addition, when described in the program handbook, students can be dropped without previously being on Academic Alert if they failed to pass a milestone, are determined unprepared for the next phase in their graduate program or are engaging in actions that do not meet the professional standards described by the program.

Academic drops are noted on the student's transcript and will prevent the student from enrolling in that graduate program in the future. However, the student may still apply for enrollment in other programs, even those in the same department. A student who is struggling to meet their program's expectations can also withdraw from the program. This approach leaves open the opportunity to rejoin the program. The program is not obligated to approve reinstatement.

URL: **Policy 3.7: Academic Performance and Progress**

6.2 Maintaining or Regaining Enrollment Status

Students are typically expected to maintain continuous enrollment in their graduate program until graduation. Summer quarter is an exception, when students not enrolled in credits maintain graduate student status. All of the processes described below can be **requested through MyGrad**.

6.2.1 On-Leave Status

Students that are dealing with family, financial, health, or other issues that may interfere with their studies should consider applying for on-leave status. With program approval, this status will allow you to maintain access to some university resources for a fee of $25 each quarter a student is on leave. On-leave status must be requested and approved each quarter.

While you cannot be expected to complete specific program requirements described in Academic Alerts while on leave, you are not relieved from administrative tasks required to maintain your student status. Moreover, quarters spent on-leave are not excluded from

the time to degree limits established by your program (which are by default, 6 and 10 years for master's and doctoral programs, respectively). Programs can make exceptions to these time limits.

6.2.2 Summer

Programs often have requirements that occur during the summer. These typically involve registering for credits, but if described in the program handbook/webpage may not involve credits.

Students that are dealing with family, financial, health, or other issues that may interfere with their studies during summer should consult with their program about the possibility of deferring any summer requirements.

6.2.3 Re-Entry for Students in Stacked Degrees or Standalone Certificates

Stacked degrees and standalone certificates are typically designed to allow for discontinuous enrollment. If you are enrolled in one of these programs you will be able to re-enroll by using the re-entry process. This does not require a fee.

6.2.4 Reinstatement for Students Who Fail to Maintain Continuous Enrollment

For students in traditional degree programs, failure to maintain status as enrolled or on-leave will require a request for reinstatement. This requires a fee and needs to be approved by the program. The program is not obligated to approve reinstatement.

6.3 Adjusting Your Course of Study

For many reasons, students may seek to adjust their educational plans. Below are some common examples with basic instructions.

6.3.1 Applying to Ph.D. Program as You Complete Your Master's

Transitioning from a Master's track to a Ph.D. track varies among programs. You should work with your program's Graduate Program Advisor to understand which approach your program uses.

- Some programs do not offer direct admission to the Ph.D. program. Instead, students are admitted initially to the master's program. In these programs, the master's culminating experience may be used to evaluate a student's preparedness for doctoral study. Based on this evaluation, qualified students may be offered admission to the Ph.D. program.

- In other programs, the Master's and Ph.D. enrollment are independent. Students who complete their master's and are interested in pursuing a Ph.D. will apply and be considered alongside other UW and non-UW students for admission into the Ph.D. program.
- Some programs also provide the option for Ph.D. students to earn a Master's along the way, other Ph.D. program may not offer a Master's at all.
- International students with F1 or J1 visas should plan such transitions multiple quarters in advance and work closely with program advisors through the process to ensure compliance with visa requirements.

6.3.2 Receiving an "Exit Master's"

Some programs that admit students directly into their Ph.D. program may have opportunities for students who cannot complete the Ph.D. requirements to leave the program with a master's degree. Review your program handbook and check with your Graduate Program Advisor to determine if this pathway is available to you. Not all programs can provide an Exit Master's.

For those programs that do have an Exit Master's, it will only be awarded to students who have successfully completed the work required for a master's degree. Time enrolled in the Ph.D. program does not equate to completion of master's requirements.

6.3.3 Seeking Concurrent Degrees/Credentials

The University of Washington has many **Graduate Certificates**. Some of these are designed similarly to undergraduate minors and supplement your graduate work, while others are standalone certificates available to applicants not currently affiliated with the UW. There is no limit on the number of credits earned toward a certificate that can be counted toward degrees, except that the credits cannot count toward the culminating experience of degree. You should speak with your degree advisor about the time and financial investment involved in earning certificates before pursuing certificates.

Some students seek two degrees simultaneously. Check with your GPA to understand if your program has any "formal concurrent degree" arrangements with other degree programs. You may also seek arrangements for an "informal concurrent degree." Any shared credits in those arrangements must be approved by both degree programs and meet the Graduate School policy expectations described here: **Policy 1.5: Concurrent Degree Programs – UW Graduate School**. Note that the UW's Degree Audit system is not able to correctly assess the number of credits that can be shared between degree programs. Students should be sure to work with the GPAs of their degree programs to properly keep track of which credits will count toward each degree.

6.4 Resolving Academic Grievances

6.4.1 Issues Outside the Academic Grievance Procedure

If you think you have been treated unfairly in the application of academic policies or procedures, generally, your first step should be to engage in conversation with the faculty or staff member involved. If that does not resolve your concern, you may engage in your school or college's academic grievance procedure. For further information, please see **Policy 3.8: Academic Grievance Procedure: Guidance (Academic Grievance) - Student Guidance for Academic Grievances > Issues Outside of the Academic Grievance Procedure**.

Academic Grievances occur when the student believes that their program and/or its faculty or staff have improperly or unfairly applied the academic policies of the program, school or college, Graduate School, or university. Before exploring the academic grievance process, confirm that your concern is an academic grievance.

Not included in the category of "Academic Grievance" are the following situations:

- Students contesting individual grades or academic evaluations should refer to the Change of Grade Procedure contained in the **Scholastic Regulations, Chapter 110, Section 2**. This is also described in chapter 4 of this handbook.
- Students who believe they have been discriminated against on the basis of race, religion, color, creed, national origin, sex, sexual orientation, age, marital status, disability, or status as a disabled veteran or veteran should refer to the Resolution of Complaints Against University Employees Procedure contained in **University of Washington Administrative Policy Statement 46.3**.
- Student disciplinary proceedings for misconduct, including plagiarism and cheating, fall under the provisions of the Student Conduct Code contained in the **Student Policies Chapter 209** and **Chapter 478-120 WAC**.
- Students with concerns about the terms of their Academic Student Employment (ASE) should review the **UAW Academic Student Employees (ASEs) contract**.

6.4.2 Academic Grievance Procedure

The school or college your program is held within should have a process by which you can file an academic grievance. In all cases, informal conciliation processes should precede any formal hearing. You may consult with University Ombuds office (**ombuds@uw.edu**) and/or the Graduate School (via **Graduate School Inquiries**) while engaging in your school or college's grievance process.

- If after proceeding through the steps of the school or college's grievance process, you think that the grievance process was improperly or unfairly applied, you may file an appeal via **Graduate School Inquiries** within 15 business days of the school or college's determination.
- The Graduate School Policy on Academic Grievances can be found here: **Policy 3.8: Academic Grievance Procedure – UW Graduate School**.

7. GRADUATE PROGRAM REQUIREMENTS

7.1 Coursework

The Graduate School has minimum credit and coursework requirements for each type of degree. These can be reviewed in **Graduate School Policy 1.1**. However, as these are minimums, your program should be the primary source of information on requirements.

7.1.1 Course Level

At UW, most of your graduate course work will be at the 500-level. Courses numbered above 599 have specific purposes typically related to your program's culminating experience*.

- **<500**: Typically for undergraduate students. 300-400 level courses may sometimes be applied to graduate degree program requirements as outlined in Graduate School Policy 1.1.
- **500-599**: Most graduate-level courses
- **600**: Used for independent study or research
- **601**: Used for internships
- **700**: Used for master's thesis work in research-based master's programs
- **750**: Used for the culminating capstone experience for Educational Specialist degree programs
- **800**: Used for doctoral dissertation work
- **801**: Used for the culminating project/capstone experience in practice doctorate programs

*Ensure you are registered for the appropriate culmination project credit (601/700/750/800/801) to meet degree requirements. This credit cannot be changed or adjusted after the end of the quarter taken.

7.1.2 Transferring or Sharing Credits

You may be able to use credits earned from previous or concurrent programs toward your graduate degree. In most cases, there are limits on the number of credits that can be used, and program approval is required. For master's programs, no more than 12 total credits from the sources described below can be applied. To apply any credit taken at another accredited institution, GEMS must have an official transcript on file.

Courses from other institutions:

- With your program's approval, you can use the following maximum number of credits of graduate-level coursework from another recognized academic institution to your UW credential: 6 credits for master's or certificates, 10 credits for practice doctorates.

Completed master's at other institutions:

- With your program's approval, you can use up to 30 credits from a master's program completed at another institution toward your doctorate (practice or non-practice).

Courses previously taken at UW:

- As an undergraduate: With your graduate program's approval, you can use up to 6 credits of 400 or 500-level courses taken in your senior year at UW toward your graduate degree.
- As a Graduate Non-Matriculated (GNM) student: With your program's approval, you can count up to 12 credits of GNM credits toward your degree. In those cases, your program's time to degree limit timeline starts when you were enrolled in the GNM course. Any coursework taken in a Non-matriculated (NM) status cannot be applied to a graduate degree or certificate.
- As a Graduate student in a different program: With your program's approval, you can count up to 12 credits from a UW graduate or professional degree program in which you were previously enrolled toward current degree requirements. If a degree was completed, then the credits cannot count toward the minimum 36 total credits required for master's degrees or the 18 numerically graded credits required for graduate degrees.
- If after completing your master's degree at UW, you are accepted as a Ph.D. student in the same program, you can use all your master's credits toward your Ph.D.. In those cases, your program's time to degree limit timeline starts when you enrolled in the master's program (or GNM course).

Courses taken across campuses:

- There are no limits on the number of courses graduate students at each UW campus (Seattle, Bothell, Tacoma) can take at other UW campuses.

Sharing credits across graduate programs:

Graduate Certificates:

- Credits cannot be shared across graduate certificates.
- Except for degree capstones, there is no limit on the number of credits that can be shared between certificates and degrees.

Master's:

- In the arrangement of an informal concurrent master's degrees, up to one-third of credits from one degree can be shared with another, so long as the Graduate School minimum of 72 credits for two master's degrees is met.
- In the arrangement of a formal or informal concurrent master's and practice doctorate degrees, up to 30 credits can be shared, but not in the core curriculum of either program.
- Review **Graduate School Policy 1.5** for complete details on Graduate School expectations for concurrent degrees.

The following tables reflect the Graduate School Policy described above. In most cases, you will need program approval.

Within UW Credit-Sharing

Table 5: Credit-Sharing Policies

	WITHIN-LEVEL	TO HIGHER LEVEL DEGREE
Certificates	No credit sharing	No limit*†
Master's	All graduate students (tri-campus) For concurrent degrees: Up to 1/3rd of credits*, so long as the total credits for two programs sum to 72.	No limit*, if in the same program. 1/3rd credits if in different, formally concurrent, programs
Doctoral/ Practice Doctoral	Up to 30 credits (cannot include "core curriculum")	NA

* *Shared credits cannot count toward capstone/thesis, except when written into formal concurrent degree programs.*

† *Culminating experiences of each certificate and degree must be distinct.*

Transfer/Substitution

Table 6: Credit Transfer/Substitution Policies

	TRANSFER	UW SENIOR UNDERGRAD	GNM	POST-BAC/ NON- GNM, IND. STUDY
Certificates	6 credits*	6 credits	6 credits (GNM + transfer <=6;	0 credits
Master's	6 credits*	6 credits	12 credits* (GNM + transfer <=12)	0 credits
Doctoral	30 credits*, only if part of completed master's	6 credits	12 credits* (can be in addition to other credits)	0 credits
Practice Doctoral	30 credits* if part of completed master's degree 10 credits* if degree not completed	6 credits	12 credits* (GNM + transfer <=30)	0 credits

* *Credits cannot count toward capstone/thesis.*

7.2 Master's Milestones

Most master's programs will require a culminating experience. In some programs, this will be a thesis, while in others it will be a capstone project or final exam. Check with your Graduate Program Advisor (GPA) or Graduate Program Coordinator (GPC) to confirm your culminating project options and ensure you are taking the correct courses for the option required or selected.

7.2.1 Master's Supervisory Committee

If your master's program requires a thesis or final exam, you will be expected to establish a supervisory committee. The Graduate School expectations of this committee are a minimum of 2 members with at least half identified as members of the Graduate Faculty (**Policy 4.2: Supervisory Committee for Graduate Students – UW Graduate School**). Refer to your program's handbook for their specific expectations.

7.2.2 Master's Thesis

If your program requires a thesis, you will be required to submit it prior to graduation. Details on this process can be found here: **Thesis/Dissertation – UW Graduate School**

7.3 Ph.D. Milestones

Ph.D. programs all include the following milestone events: the formation of the supervisory committee, the completion of the general exam (advancement to candidacy), and the

completion, defense (final exam), and submission of the dissertation. Your program may include additional milestones, most commonly, a preliminary or qualifying exam that occurs prior to the general examination.

7.3.1 Supervisory Committees

Ph.D. students require at least four supervisory committee members. This includes the chair, who will serve as your primary advisor as you develop your dissertation, and a Graduate School Representative (GSR). Both of these roles must be Graduate Faculty that are endorsed to chair doctoral committees.

- **The Chair**: Given the primary advising responsibility of the chair, key considerations for selection will be alignment of your research interests, a good working relationship, and available time to provide you support.
- **The GSR**: The GSR's responsibility is to uphold the integrity and fairness of the examination and dissertation process. Therefore, unless your program requires it, the GSR does not need to be a scholar in your field of research. Instead, the key considerations will be their qualifications within their own field of scholarship (hence the requirement that they are endorsed to chair doctoral committee), their experience supporting Ph.D. students through milestones, their availability to be present and responsive as you complete your examinations and dissertation, and a lack of conflict of interest with your graduate program and its department (your GSR should not hold a primary, joint or affiliate position with your program's or your committee chair's department). Graduate Faculty endorsed to chair doctoral committees can be reviewed here: **Find Graduate Faculty**. You will work with your program's Graduate Program Coordinator to establish your supervisory committee, which they will enter into MyGrad. We strongly recommend doing this at least four months prior to your General Examination.

7.3.2 General Exams

You will take your general exam once you have completed much of your program's coursework (Graduate School minimums: 60 credits, 18 in 500-599 courses, 18 graded in 400-599 courses) and your supervisory committee agrees that you are sufficiently prepared.

When you are prepared, you will schedule your general examination in MyGrad. You must be registered for credits in the quarter you take the exam. At least four members of your committee must be present, including the chair, GSR, and at least one additional graduate faculty, either in-person or virtually, at your exam.

If you pass your exam, you will advance to candidacy. Please review your program's guidebook to understand your options if you do not pass your exam.

7.3.3 The Dissertation

Your dissertation must represent a significant contribution to knowledge and clearly indicate training in research. Your dissertation will be evaluated by a dissertation reading committee. This is a subset of your supervisory committee, which will include at least 3 members, at least one of which must be endorsed to chair doctoral committees.

The dissertation must be completed over the course of at least 3 quarters, during which you are registered for at least 27 credits of dissertation credit (course number 800).

While many students complete all their dissertation credits after the general exam, this is not required. If you are making substantial progress on your dissertation prior to the general exam, such that you think you might be able to complete your dissertation shortly after your exam, speak with your supervisory committee about registering for dissertation credits prior to your general exam. Only one quarter of post-general exam dissertation credits is required.

7.3.4 Final Exams/Defenses

Your final exam should occur in your final quarter of your Ph.D. program, at least one quarter after your general exam. Review this website to review the timeline of your final quarter: **Graduation Requirements – UW Graduate School**.

Your final exam (often referred to as the dissertation defense) may be scheduled once your reading committee has reviewed your dissertation and your supervisory committee agrees that you are prepared. You will schedule the exam in MyGrad. Review your program handbook and consult with your supervisory committee to learn about expectations for the exam.

At least four members of the committee, including the chair and the GSR, must be present for the exam (in-person or virtually). If the majority of the committee agrees that you have passed the exam, they will recommend to the Dean of the Graduate School that you are prepared to graduate (once you have submitted your dissertation). Please review your program's guidebook to understand your options if you do not pass your exam.

7.3.5 Dissertation Submission

To graduate with a master's (thesis program) or doctoral (dissertation program) degree, students are required to submit an Electronic Thesis/Dissertation (ETD) to the Graduate School through the **UW ETD Administrator Site**. ETDs are distributed by ProQuest/UMI Dissertation Publishing and made available on an open access basis through UW Libraries **ResearchWorks Service**.

For Ph.D. students, the reading committee must approve the final version of your dissertation in MyGrad before submission. For Master's students, the supervisory committee must sign the **Master's Committee Approval Form**. This form is uploaded by the student directly to the UW ETD Administrator Site. You will not have fulfilled the requirements for your degree until the dissertation has been officially submitted.

Formatting and submission instructions can be found on this website: **Thesis/Dissertation – UW Graduate School**.

7.4 Practice Doctorate Milestones

The Graduate School's required milestones for Practice Doctorates include the formation of a supervisory committee and a capstone project. Review your program's guidelines for additional expectations.

7.4.1 The Supervisory Committee

The Supervisory Committee for practice doctorates should be formed as early as possible. It will include at least 3 members including a chair who must be a Graduate Faculty endorsed to chair doctoral committee. Committees are arranged by the program's GPC.

7.4.2 Capstone

All practice doctorate programs have a capstone project requirement, the specifics of which are determined by the program. The Graduate School requires at least 12 credits of the course number 801 to be completed. The supervisory committee will determine if the capstone was satisfactorily completed.

Note: Different schools/programs have different titles for their capstone or culminating project. Please check the school's specific policies regarding completion.

7.5 Graduation

Students must submit a degree request in MyGrad in the term they intend to graduate. Unless **granted a waiver** under particular circumstances, students must be registered in the quarter they will be graduating. Complete instructions can be found below. Consult with your program advisor to ensure you have meet program level and Graduate School degree requirements.

Contact: GEMS (Graduate Enrollment Management Services), **uwgrad@uw.edu** or (206) 685-2630
Location: G-1 Communications, 4109 Stevens Way, Seattle, WA USA 98195-3770
URL: **Graduation Requirements – UW Graduate School.**

8. UNIVERSITY-LEVEL POLICIES

8.1 Academic Integrity

University of Washington students are expected to practice high standards of academic and professional honesty and integrity. As defined in **Student Governance Policy, Chapter 209 Section 7.C**, academic misconduct includes:

- Cheating
- Falsification
- Plagiarism
- Unauthorized collaboration
- Engaging in prohibited behavior
- Submitting the same work for separate courses without the permission of the instructor(s)
- Taking deliberate action to destroy or damage another person's academic work
- Recording and/or disseminating instructional content without the permission of the instructor (unless approved as a disability accommodation

See **Section 7.C** for more detailed information and definitions of academic misconduct.

REPORTING:

Academic misconduct violations may only be adjudicated under **WAC 478-121** and **Student Governance and Policies, Chapter 209** by those who have the authority to initiate a conduct proceeding. This ensures a student's due process rights, creates consistency in the process, and accountability for any additional misconduct by the student. For additional information about the student conduct process visit **Student Conduct Process**.

URL: **Academic Misconduct**

8.2 Computer Usage

Graduate students are expected to use University of Washington computing resources responsibly and in accordance with institutional policies:

- Personal UW NetID passwords must remain confidential and must not be shared.
- Use of another individual's personal UW NetID is prohibited.
- Faculty, instructors, staff, and student employees may not use UW computing resources for commercial or political purposes.
- Personal use of UW computing resources by employees, including graduate student employees, is permitted only to a minimal (de minimis) extent.

- Licensed or copyrighted software, images, or files may not be used without proper authorization.
- Computing resources must not be used to violate the privacy rights of others.
- All restrictions related to UW Confidential Data—such as Protected Health Information (PHI), Personally Identifiable Information (PII), and export-controlled data—must be strictly followed.
- Records created in the course of official University business are subject to public records laws.
- All requirements regarding the retention, disclosure, and management of UW data must be followed, including returning any UW data stored in cloud services or external repositories upon request.
- Unauthorized access to UW computers or files is prohibited, and no actions may be taken that would harm UW computing systems.
- Any inappropriate use of data or violations of policy should be reported immediately upon discovery.
- All users are expected to stay informed about and comply with updates to University policies, including those related to acceptable use.

URL: **Appropriate Use – UW Information Technology**

8.3 Access to Education Records (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. On the first day of the first enrolled quarter at UW, graduate students are considered "eligible students" and are granted specific rights under FERPA.

These rights include:

- The right to access education records maintained by the institution.
- The right to request the amendment of records believed to be inaccurate or misleading.
- The right to control the disclosure of personally identifiable information (PII) from education records, except under certain permitted conditions.

FERPA applies to all educational institutions that receive funding from the U.S. Department of Education. It outlines the circumstances under which education records may be shared with or without consent, such as disclosures to school officials with legitimate educational interests or in response to lawful subpoenas.

Graduate students also have the right to file a complaint with the U.S. Department of Education if they believe their FERPA rights have been violated. The law is codified in 20 U.S.C. § 1232g and implemented through 34 CFR Part 99.

URL: **FERPA for Students – Office of the University Registrar**

8.4 Alcohol & Substance Use and Abuse

UW is a drug- and alcohol-free environment, which applies to all members of the campus community, including graduate students. It prohibits the unlawful use, possession, distribution, or manufacture of alcohol and controlled substances on University property or during University-sponsored activities. Alcohol may only be consumed in compliance with state licensing laws and University procedures.

Graduate students found in violation of this policy may face disciplinary actions such as suspension or dismissal, in addition to legal consequences. The policy also acknowledges the health risks associated with substance abuse and encourages those affected to seek help. While the University offers referrals for treatment, individuals are ultimately responsible for addressing their own substance use issues.

URL: **APS 13.7 – Alcohol and Drug Abuse Policy**

8.5 Student Conduct Code

The University of Washington's Student Conduct Code (WAC 478-121) outlines the behavioral and academic standards expected of all students, including graduate students. It defines misconduct such as academic dishonesty, disruptive behavior, harassment, and violations of University policies or laws. The Code also details the procedures for addressing alleged violations, ensuring fairness and due process throughout the conduct process.

Graduate students are held to high standards of integrity and accountability, and violations may result in sanctions ranging from warnings to dismissal. The Code also includes protections for student rights and emphasizes educational outcomes, encouraging reflection and growth. Companion policies address specific issues like sexual misconduct and discrimination, reinforcing the University's commitment to a respectful and inclusive academic environment. For any questions or concerns about a possible violation of the Student Conduct Code, the Community Standards and Student Conduct office can be reached at 206-685-6194 or via email at **cssc@uw.edu**.

If the factual findings of a completed conduct investigation demonstrate that the student's conduct violated the program's academic or professional standards, the student may be placed in an Academic Alert status, or in some circumstances, dropped from the graduate program.

URL: **Student Conduct Code – Community Standards & Student Conduct**; **WAC 478-121 – Washington State Legislature**

8.6 Equal Opportunity

8.6.1 Statement

The University of Washington is committed to equal opportunity, nondiscrimination, and accessibility in its programs, services, and educational activities. Discrimination is prohibited under University policy and applicable federal and state laws. The University also provides reasonable accommodations for individuals with disabilities.

For the complete Equal Opportunity Statement, visit **Equal Opportunity**.

8.6.2 Reasonable Accommodation Statement

The Executive Order 31 affirms the University's commitment to providing an inclusive and respectful environment for all members of the community, including graduate students. The policy prohibits discrimination and harassment based on characteristics such as race, gender, disability, and more. It also protects against retaliation for reporting or participating in investigations of such conduct. The University may take corrective action even if behavior does not meet the legal threshold for discrimination, reinforcing its dedication to equity and equal opportunity in both academic and employment settings.

The SGP 208 policy guarantees that qualified students with disabilities, including graduate students, receive reasonable accommodations to ensure equal access to academic programs and services.

Accommodations may include academic adjustments or auxiliary aids, provided they do not impose undue hardship or fundamentally alter the nature of a course or program. Determinations are made through an interactive process, and while student preferences are considered, the University may offer equally effective alternatives in compliance with federal and state laws.

The APS 46.6 policy ensures that individuals with disabilities, including graduate students, are allowed to use service animals to facilitate full participation in University programs and activities. Service animals, defined as dogs or miniature horses trained to perform specific tasks related to a disability, are not considered pets. Emotional support animals, which provide comfort but do not perform specific tasks, are not classified as service animals

under this policy. The policy applies across all University campuses and properties, and outlines the responsibilities of handlers and University personnel in assessing and accommodating service animal access.

URL: **Reasonable Accommodations**; **Service Animals**; **Non-discrimination**

8.6.3 Sex-Based Discrimination (Title IX)

The Civil Rights Compliance Office (CRC) is responsible for compliance with civil rights laws and University policy. Federal and state laws collectively prohibit discrimination based on protected characteristics, including age, citizenship, disability, national origin or shared ancestry, race, sex, gender, veteran status, and more. The CRC serves the University by making it welcoming to all through education, compassionate response, and fair and timely resolution.

Location: The Gateway Building, 4320 Brooklyn Ave NE, Seattle, WA 98105
URL: **Civil Rights Compliance Office**

8.7 Inclement Weather Policy

The Inclement Weather Policy outlines expectations for employees, including graduate student employees, during severe weather events. When weather conditions prevent attendance or disrupt normal work schedules, graduate student employees are expected to notify their supervisors and request time off through the appropriate system. If the nature of the work allows, temporary remote work may be approved.

Time missed due to inclement weather is generally charged to available leave balances such as vacation, personal holidays, or compensatory time. In some cases, unpaid time off may apply, depending on employment classification and union agreements. The policy emphasizes maintaining safety while ensuring operational continuity through flexible arrangements.

URL: **UW HR – Inclement Weather Policy**; **UW Emergency Management – Inclement Weather Plan**

9. CAMPUS RESOURCE

9.1 Academic Resources

9.1.1 Artificial Intelligence (AI) Tools in Research

The University of Washington supports the thoughtful and ethical use of generative AI tools (e.g., ChatGPT, Gemini, CoPilot) in research and writing. This guidance highlights how to use these tools effectively while upholding academic integrity.

Note: This guidance was adapted from Georgia Tech's guidelines and revised with input from UW stakeholders.

Strengths & Risks

- AI tools can help with brainstorming, summarizing literature, and improving grammar—especially for non-native English speakers. However, they often produce inaccurate or biased content, mishandle citations, and may store user data, raising privacy and intellectual property concerns.

Using AI in Research

- AI can assist in generating research ideas, summarizing broad topics, enhancing writing and language clarity; but researchers must cross-check AI output with scholarly sources, avoid uploading confidential or unpublished material, log prompts and critically evaluate responses.

Writing & Academic Integrity

- Basic editing (e.g., grammar) is fine without citation
- Generating paragraphs or arguments with AI must be cited or disclosed
- Misuse can constitute plagiarism or unauthorized collaboration

Ethics & Responsibility

Students are accountable for:

- Authorship: Don't claim AI-written content as your own
- Data integrity: AI can fabricate information
- Privacy: Don't input sensitive or identifiable data
- Understanding AI terms of use and tool limitations

Disciplinary Guidelines

- Journals, funding agencies, and professional associations often have specific AI-use policies. Always consult guidelines relevant to your field before submitting work.

KEY REMINDERS

- Use AI as a support, not a substitute
- Always verify, cite, and disclose AI-generated content
- Protect privacy and intellectual property
- Stay informed as policies evolve

URL: **Effective and Responsible Use of AI in Research**

9.1.2 Computing Resources & Technology Loan Program

UW Information Technology (UW-IT) provides a wide range of technology services to support students across the University of Washington. These services include help with UW NetIDs and accounts, email, Wi-Fi, software, storage, security, and other tools needed for academic success.

Students can find technology help through the UW-IT student support site, including guidance for getting started with UW technology services and accessing support resources. The site provides information about common student services and directs students to additional help when needed.

UW-IT also offers a Technology Loan Program, which provides short-term access to equipment for currently enrolled students who need technology to support their coursework. Available items may include laptops and other devices, depending on current inventory and campus-specific availability. Students should review the UW-IT website for current eligibility, equipment options, loan periods, and checkout procedures.

URLs: **Bothell Campus** | **Seattle Campus** | **Tacoma Campus**

9.1.3 Disability Accommodations & Support

The University of Washington is committed to providing equitable access for graduate students with disabilities. Students who need academic, workplace, or campus-related accommodations should connect with the appropriate UW office as early as possible, since the process and available support may differ depending on their role and needs.

Graduate students may receive support through different offices, including:

- Disability Resources for Students (DRS) for academic accommodations;
- Disability Services Office (DSO) for disability-related employment accommodations;
- Other relevant campus or unit offices, depending on the situation.

Students are encouraged to:

- Request accommodations early;
- Provide any required documentation;

- Communicate with instructors, supervisors, or program leaders as appropriate; and
- Stay in contact with the relevant office to ensure accommodations are implemented effectively.

Because graduate students may serve in multiple roles, such as student, employee, or researcher, accommodation needs may involve more than one process or office. Students should review current guidance and work directly with the appropriate UW office to understand their options and responsibilities.

URL: **Accommodations for Graduate Students with Disabilities**

9.1.4 Libraries

The University of Washington Libraries is a user-centered academic library system that serves three campuses and one island as one library across the University. UW Libraries provides 24/7 online reference help, research support, study spaces, consultations with subject experts, and access to library services both on campus and online.

UW Libraries offers rich physical and digital collections to support teaching, learning, and research across the University. Current UW Libraries data report 7.73 million unique titles, 2.13 million electronic books, and 326,000 electronic journals and periodicals. Collections are especially strong in areas such as STEM disciplines, Health Sciences, International Studies, Book Arts, and Pacific Northwest history and culture.

Students may find the following resources especially useful:

- Study space reservations
- Research help appointments and subject expert support
- Off-campus access to library resources

Check out your campus library resources for these services:
URLs: **Bothell Campus** | **Seattle Campus** | **Tacoma Campus**

9.1.5 Odegaard Learning Commons (OLC)

The Odegaard Learning Commons (OLC) is co-located with other services to provide students, staff, and faculty with a rich set of resources that enhance teaching and learning.

The OLC provides access to hundreds of workstations and a reservable Sound Studio in the heart of the undergraduate library. The Odegaard Learning Commons hours are the same as Odegaard Library. A current valid Husky Card is required for entry to use Odegaard Library spaces, including the Learning Commons.

Contact: **help@uw.edu**
Location: Odegaard Undergraduate Library
URL: **Odegaard Learning Commons**

9.1.6 Writing Support for Graduate Students

BOTHELL CAMPUS

Housed in the Learning Commons, the Writing & Communication Center (WaCC) supports students of all abilities, at any stage of the reading, writing, or presentation process. Our aim is to help students become stronger, more effective, and more confident writers and communicators.

Visit this webpage to learn how to schedule a writing appointment with WaCC.

Contact: **uwbalc@uw.edu**
Location: Commons Hall UW2-030
URL: **Learning Commons**

SEATTLE CAMPUS

The **Odegaard Writing and Research Center** (OWRC) offers one-on-one writing support, guidance, and feedback from peer tutors. Writing appointments are available in person or online.

Additionally, the OWRC provides tailored **writing resources and programming** for graduate students.

Contact: **owrc@uw.edu**
Location: Located on the first floor of the Odegaard Undergraduate Library
URL: **Learning Commons**

TACOMA CAMPUS

The **Writing Center** supports the UWT community with writing at all levels in an inclusive and collaborative environment. During the academic year, graduate students can also access our Grad Writing schedule to work with a professional staff member or student writing tutor with graduate writing experience.

Contact: 253-692-4417 or **uwtteach@uw.edu**
Location: Find us in TLB 2 (Tioga Library Building, 2nd floor)
URL: **Writing Center**

9.2 Student Life & Support

9.2.1 Graduate Student Affairs (GSA)

Housed in The Graduate School, Graduate Student Affairs uses a holistic approach to supporting current graduate students through student-centered services & programming, timely resources, and intentional university partnerships. Its mission is to promote the well-being of our diverse graduate student community, so they can thrive and be successful at the University of Washington and beyond.

THIS MISSION IS ACCOMPLISHED BY:

- Releasing a monthly tri-campus graduate student e-bulletin featuring strategies to support your success
- Coordinating wellness, community, and professional development events on the Seattle campus
- Sharing tools to plan for your success in graduate school
- Providing informational resources about getting the mentoring you need
- Creating programming for first-generation and all graduate students

Contact: **uwgsa@uw.edu** or (206) 543-1703
Location: Suite 0033A, The Graduate School, Communications Building
URL: **GSA**

9.2.2 Graduate Student Equity & Excellence (GSEE)

The Office of Graduate Student Equity & Excellence (GSEE) is committed to enhancing equity and social progression to promote the success of all graduate students.

For more than 55 years, GSEE has worked with graduate students, staff, faculty, and campus leadership to develop initiatives that strengthen graduate diversity, enhance academic opportunities, and encourage and support research exploring cultural diversity. GSEE aims to cultivate a culturally and ethnically diverse academic and social environment in which all graduate students can learn and thrive while attending the University of Washington.

GSEE PROMOTES AND SUPPORTS:

- Outreach, Recruitment and Graduate Student Success
- Professional Development and Community Building
- Graduate Funding Opportunities
- Scholarship and Research
- Advocacy, Consulting and Advising

Contact: uwgsee@uw.edu or (206) 543-9016
Location: Suite 034, The Graduate School, Communications Building
URL: GSEE

9.2.3 UW Global

UW Global is the University of Washington's gateway to international engagement. It connects students, faculty, and staff with global opportunities in learning, teaching, and research, and serves as a central resource for international programs and travel guidance at UW.

Graduate students may pursue a range of international opportunities through UW, including degree-related travel for research, fieldwork, and other academic activities. Students planning international travel connected to their UW studies should review current options and requirements through UW Global.

Fieldwork, Research, and Independent Learning Abroad

Graduate students undertaking curricular international travel, such as dissertation or thesis research, internships, practicum experiences, clinical electives, or fellowship programs, should register through FRILA when applicable.

International Travel Registry

Students traveling abroad for learning, fieldwork, or research are required by UW policy to register their travel. In general, international travel is considered official UW travel when it is sponsored, arranged, administered, or funded by the University. This includes travel for research, study abroad, conferences, events, and meetings.

Registering travel through UW Global helps connect travelers with:

- 24/7 UW emergency response services
- travel notifications and risk management support
- overseas emergency medical insurance
- country-specific pre-travel health and safety information

Students participating in programs offered through UW Study Abroad are registered as part of their enrollment and do not need to complete a separate travel registration.

For the most current information about international opportunities, travel registration, and global engagement resources, visit UW Global website.

Contact: uwoga@uw.edu
URL: UW Global

9.3 Career & Professional Development

BOTHELL CAMPUS

The Office of Career Services engages with the Bothell Campus community to empower Huskies to explore career interests, build skills, and connect with the employment community and experiential learning opportunities. In developing the workforce of the future, we are committed to furthering every Husky in their lifelong career management, while serving as a premier recruitment partner. We aspire to integrate curriculum and experiential learning for all students and aim to increase access to employment by collaborating with employers to adopt and execute equitable hiring practices. **Appointments** can be made in person or virtual.

Contact: **career@uw.edu** or (425) 352-3706
Location: 17927 113th Ave NE, Bothell, WA 98011-8246
URL: **Career Services**

SEATTLE CAMPUS

The Career & Internship Center (CIC) equips Huskies to integrate their holistic UW experience and create boundless futures. They envision a future where every Husky graduates with the skills, experience, professional connections, and academic knowledge to pursue careers that lead to personal fulfillment, financial wellness, positive contributions to workplaces and communities, and continued engagement with the UW family. **Check out** the CIC's career resources for graduate students.

TACOMA CAMPUS

The Career Development & Education office assists undergraduate, graduate students and alumni with developing, evaluating, and implementing career and educational decisions. Our staff is here to support students' endeavors toward a rewarding college experience and successful professional growth beyond Tacoma Campus. Career resources for immigrant students and alumni can be found on our **Community-Based Resources** page and individuals can also meet with career advisors using the contact information provided below.

Contact: **tcareer@uw.edu** or (253) 692-4857
Location: GWP 102
URL: **Career Development & Education**

9.4 Student Involvement & Recreation

9.4.1 Office of Public Lectures

The Office of Public Lectures extends higher education beyond the classroom by bringing world-renowned thinkers, artists, and changemakers to campus to share their work with the broader community. Through these free/pay-as-you-can events, the office's mission is to demystify academic research and encourage the public—including graduate students—to explore bold ideas and groundbreaking discoveries that have real-world impact. Graduate students across all three UW campuses are invited to deepen their learning and expand their networks by engaging in person (or via livestream), thereby gaining exposure to cutting-edge work in their fields and beyond.

Contact: **lectures@uw.edu**
Location: G1 (ground floor), The Graduate School, Comms Building (lectures are at Town Hall Seattle)
URL: **Public Lecture Series**

9.4.2 Graduate and Professional Student Senate (GPSS)

At UW Seattle, the Graduate and Professional Student Senate (GPSS) represents over 17,000 graduate and professional students. GPSS Senators represent academic departments as well as non-academic programs and communities.

GPSS hosts events and programming, provides opportunities for a wide breadth of engagement through internal committees and university-wide liaison positions, and offers funding for academic and professional development.

Contact: **gpss@uw.edu** or (206) 543-8576
URL: **GPSS**

9.4.3 UW Recreation

BOTHELL CAMPUS

The Activities & Recreation Center (ARC) offers free tutoring, writing help, and academic coaching. It supports all students with in-person and online services through centers like the Quantitative Skills Center and Writing & Communication Center.

Contact: **arcinfo@uw.edu** or (425) 352-3878
Location: 18220 Campus Way NE, Bothell, WA 98011-8246
URL: **ARC**

SEATTLE CAMPUS

The UW Intramural Activities (IMA) Building is the central hub for fitness, wellness, and recreational activities on the Seattle Campus. Located near Lake Washington, the IMA offers a wide range of facilities, including multiple gyms and courts, indoor track, cardio and weight rooms, climbing center, studio spaces for group fitness and martial arts, and aquatics and mindfulness programs.

It also supports intramural sports, personal training, outdoor adventures through UWild, and equipment rentals via the Gear Garage. Access is available to UW students, employees, retirees, and eligible affiliates through membership.

Contact: **recinfo@uw.edu**
Location: 3924 Montlake Blvd NE, Seattle, WA 98195
URL: **IMA**

TACOMA CAMPUS

The University YMCA Student Center (UWY) is UW Tacoma's student recreation center. It is a fully operational YMCA, with recreation and fitness spaces, an NCAA regulation basketball court, cardio and weights equipment, indoor track, personal training, and locker rooms. Beyond the recreation center, the UWY serves as a social space for students too. Home to the Center for Student Involvement and student government, campus meeting and event spaces, and a game room, the UWY is a hub of student life at UW Tacoma.

Contact: **cinamasu@ymcapkc.org** or (253) 272-9622
Location: 1710 Market St, Tacoma, WA 98402
URL: **UWY**

9.4.4 Registered Student Organizations (RSOs)

BOTHELL CAMPUS

UW Bothell has approximately 123 registered student clubs. If you went through the club directory on Presence and didn't see a club that exactly matched your interests, consider starting a new club. It's easy! If you need assistance with the club directory, Presence, or contacting Club Council, please email **uwbclubs@uw.edu**.

Directory: **Club Signup**
Contact: **uwbclubs@uw.edu** or (425) 352-3693
URL: **Clubs**

SEATTLE CAMPUS

RSOs are independent student-run clubs that register annually with the Student Activities Office. UW Seattle has around 1000 RSO's each year including academic RSO's, Fraternities

and Sororities, sports/recreational, cultural and special interest. Students can search for RSOs by category or keyword in Huskylink, which is the official **RSO Directory**. After finding an RSO in the directory, students are encouraged to email the RSO and find out when they meet and how to join. Check out the **Start an RSO** page, if you're interested in creating your own student organization.

URL: **Huskylink**

TACOMA CAMPUS

UW Tacoma has around 80 RSO's each year including academic RSO's, sports/recreational, cultural and special interest. Students can search for RSOs by category in **DUBNET**, UW Tacoma's online involvement platform.

Learn more about the listing of all RSO's at:
Explore our Organizations | **Student Involvement** | **University of Washington Tacoma**

9.4.5 Husky Union Building (HUB)

On the UW Seattle campus, the Husky Union Building (HUB) is a vibrant center for student life, dedicated to enriching the Husky Experience through community engagement, dynamic events, and student involvement. As part of the Division of Student Life, the HUB fosters a welcoming and inclusive environment where all UW community members feel they belong. Guided by values such as discovery, empowerment, equity, integrity, and service, the HUB provides cultural, educational, social, and recreational opportunities that support student growth and lifelong learning. Originally opened in 1949 and expanded over the decades, the HUB now serves as a central gathering space — often referred to as the "living room" of campus — where students connect, collaborate, and build lasting memories.

Contact: **thehub@uw.edu** or (206) 543-8191
Location: 4001 E. Stevens Way NE, Seattle, WA 98195-2230
URL: **HUB**

9.5 Mental Health & Safety

9.5.1 988 Suicide and Crisis Lifeline

The 988 Lifeline advocates are available to all UW students and employees at no cost. Advocates provide a confidential place to seek support, information and assistance if you have experienced sexual assault, sexual harassment, intimate partner violence or stalking.

URL: **988lifeline**

9.5.2 Bias Reporting Tools

The University encourages reporting to provide support and resources, offer resolution options, stop the conduct, prevent its recurrence, and remedy its effects. If you or someone you know has experienced or becomes aware of possible discrimination, harassment, or sexual misconduct, you are encouraged to make a Civil Rights & Title IX Report. In many cases, you may submit a report anonymously. Staff, faculty, and students at all UW campuses and locations, as well as any member of the public can use the form. Individuals can report incidents they have experienced, observed, or learned about.

URL: **Make a Report**

9.5.3 Family & Childcare

The Child Care Assistance Program (CCAP) is designed to assist UW students in covering the costs of licensed childcare for their children (newborn – 12 years old) while enrolled in an eligible program of study. This award is funded by Services & Activities fees paid by students enrolled at each specific UW campus.

BOTHELL CAMPUS

Contact: **basicneeds@uw.edu**
URL: **Application Process**

SEATTLE CAMPUS

Contact: **caposfa@uw.edu** or (206) 543-1041
Location: Schmitz 105, 1410 NE Campus Parkway, Seattle, WA 98195
URL: **CAP**

TACOMA CAMPUS

Contact: **uwtcfss@uw.edu** or (253) 692-4901
URL: **CAP**

9.5.4 Health & Wellness Centers

BOTHELL CAMPUS

The Health & Wellness Resource Center (HaWRC) is a one-stop hub connecting students with on-campus and community resources to help you thrive. In partnership with community programs such as the United Way Benefits Hub, we provide resource connections, financial coaching, and public benefits enrollment. Our services also include peer health education, and referrals to off-campus wellness resources.

Contact: **hawrc@uw.edu** or (425) 352-5190
Location: ARC 120, 18115 Campus Way NE, Bothell, WA 98011
URL: **HaWRC**

SEATTLE CAMPUS

Husky Health Center is an outpatient medical clinic providing comprehensive healthcare primarily to University of Washington Seattle students. We are part of the Division of Student Life, working closely with our colleagues across campus to support the overall health and wellbeing of students. As a multispecialty group practice at the UW, we work closely with UW Medicine to provide integrated medical care within this top-ranked hospital system.

Contact: **uwhhc@uw.edu** or (206) 597-5242
Location: 4060 E Stevens Way, Seattle, WA 98195
URL: **Husky Health Center**

TACOMA CAMPUS

UW Tacoma cares about the health and well-being of our campus community. We understand the impact that our dimensions of well-being can have on academic performance and success and encourage you to access the services and resources that you need to facilitate your success in the classroom and in your daily life. Student Health is a one-stop-shop that provides information about the services and resources available to students at no cost, such as Student Health Services, Psychological and Wellness Services, confidential advocacy, health education, and information about required immunizations.

Contact: **mmench96@uw.edu** or (253) 692-4503
URL: **Student Health**

9.5.5 Husky HelpLine

Husky HelpLine is supported through Telus (formally MySSP) to give students access to same-day, confidential mental health and crisis intervention support, and in multiple languages.

There are several ways to connect:

- Phone: Call 206-616-7777 (if you are calling from outside the US or Canada, dial 001-416-380-6578)
- Online chat: Chat with a Telus counselor on **Telus website** or on the Telus app (**Apple App Store** | **Google Play**)
- Download the Telus app (**Apple App Store** | **Google Play**) to have the full range of services at your fingertips any time.

URL: **Husky Helpline**

9.5.6 LiveWell

UW Seattle LiveWell promotes the holistic well-being of UW students and the broader campus community by offering student-centered programs and services that foster resilience, growth, and empowerment. We support students as whole people — providing direct support, evidence-informed education, professional training, and essential resources that strengthen physical, emotional, and social health.

LiveWell offers a variety of free services for students at the University of Washington in Seattle:

- 1:1 appointments
- Alcohol & Other Drug (AOD) consults
- Confidential Advocacy
- Peer Groups
- Peer Health Education workshops
- Peer Wellness Coaching
- Student Needs Navigation
- Suicide Intervention Program (SIP)
- Tabling events

Note: LiveWell does not have walk-in services.

Contact: **livewell@uw.edu**
Location: Elm Hall 109, 1218 NE Campus Pkwy, Seattle, WA 98105 (*Next to Fitness Center West*)
URL: **LiveWell**

9.5.7 SafeCampus

SafeCampus is the University of Washington's violence-prevention and response Program. We support students, staff, faculty and community members in preventing violence. SafeCampus provides in-person training to staff, faculty and students to support violence prevention and response at the UW. With SafeCampus, you have support. We'll listen to your concerns and provide guidance and safety plans tailored to your situation. Our caring, trained professionals will talk you through options and connect you with additional resources if you want them. For more information, give us a call or visit our **What to Expect** page.

Contact: (206) 685-7233
URL: **SafeCampus**

9.5.8 UW Counseling

BOTHELL CAMPUS

The UW Bothell Counseling Center serves actively enrolled UW Bothell and Cascadia College students by providing brief mental health services that enhance student well being and assist growth and academic success. Our professionally licensed clinicians are committed to compassionate, ethical services from a place of cultural humility to students of every background.

Contact: **uwbcc@uw.edu** or (425) 352-3183
Location: UW1–080, 18115 Campus Way NE, Bothell, WA 98011-8246
URL: Counseling

SEATTLE CAMPUS

The UW Counseling Center provides free, confidential mental health services to currently enrolled, degree-seeking UW students on the Seattle campus. Located in Schmitz Hall, the center offers both in-person and virtual support via secure Zoom.

SERVICES INCLUDE:

- Counseling (individual, group, career and crisis)
- Drop-in support with a mental health counselor through Let's Talk
- Consultation for faculty, staff, and parents who have concerns about a student
- Workshops and presentations

Contact: (206) 543-1240
Location: 401 Schmitz Hall
URL: **Counseling Center**

TACOMA CAMPUS

Psychological & Wellness Services (PAWS) provides confidential mental health counseling and related services for currently enrolled UW Tacoma students at no additional costs. We also provide consultation to faculty, staff, and university student families.

Contact: **uwtpaws@uw.edu** or (253) 692-4522
Location: **MAT 354** (MATTRESS FACTORY)
URL: **PAWS**

9.5.9 UW Resilience Lab

Founded in 2015, the Resilience Lab promotes well-being at the University of Washington through research, education, and strategic programs and initiatives. We cultivate a compassionate community where the holistic well-being of students, staff and faculty is engaged from awareness to action.

Our goals are to:

- Provide students, staff and instructors with training and tools to build their self-awareness, respond to stress more effectively and cultivate compassion.
- Develop learning environments that promote well-being, belongingness and flourishing.
- Advocate for systemic and structural changes that promote a more resilient, compassionate and inclusive campus culture.
- Support UW students in becoming change-makers on campus and in their communities.

Contact: **uwreslab@uw.edu**
Location: Ste.274, Mary Gates Hall, UW Seattle
URL: **Resilience Lab**

9.6 Cultural Spaces & Resources

BOTHELL CAMPUS

9.6.1 Student Diversity Center

To foster a beloved community in which students can thrive and transform the University of Washington Bothell, our greater community, and beyond.

SPACE RESERVATIONS:
The Student Diversity Center offers a variety of spaces for student use. Some spaces may be reserved ahead of time. Before submitting a **Reservation Request**, please review our **Space Utilization Policy**. Please note that submitted Reservation Requests are not automatically approved; the information you provide will be used to determine whether we are able to accommodate your request.

Contact: **uwbdiv@uw.edu** or (425) 352-5030
Location: Founders Hall 173 (or UW1-173), 18115 Campus Way NE Bothell, WA 98011-8246
URL: **Diversity Center**

9.6.2 Veteran & Military Community Center

Veteran & Military Community Center provides assistance to students who are entitled to receive educational benefits from the Department of Veterans Affairs. Whether a student is a new applicant for benefits or has used them at previous institutions, UW Bothell Veteran & Military Community Center is committed to working in partnership to ensure that the process is simple and well-organized.

Contact: (425) 352-3707
Location: UW1 – 011, 18115 Campus Way NE, Bothell, WA 98011-8246
URL: **VMCC**

SEATTLE CAMPUS

9.6.3 Alene Moris Women's Center

The Alene Moris Women's Center serves all students, faculty, staff, and community members, with a focus on providing a space for catalyzing collective change. Its mission is to empower, uplift, and support all those who have experienced educational and career difficulties through transformational education, leadership development, and advocacy.

KEY PROGRAMS AND SERVICES:

- Leadership Development: Programs like the Leadership Academy is an intensive program that offers college students skills integral to becoming civic leaders and/or leaders in the public and private sectors.
- Support for Non-Traditional Students: Resources for first-generation, returning, and non-traditional students.
- Education & Advocacy: Initiatives in violence prevention, gender equity, and anti-human trafficking research and policy.
- Community Engagement: Workshops, events, and collaborations that promote social justice and inclusive excellence.

Location: Cunningham Hall, UW Seattle Campus
URL: **Women's Center**

9.6.4 Center for American Indian and Indigenous Studies (CAIIS)

CAIIS is a premier research center for teaching, research, and service in the field of American Indian and Indigenous Studies at UW. Their mission is to support American Indian, Alaska Native, and Indigenous students, faculty, staff, and communities through scholarship, research, teaching, learning, and mentorship that strengthens and builds relationships among the UW and Tribes, First Nations, and other Indigenous peoples.

Contact: **caiis@uw.edu** or (206) 543-9082
Location: Padelford Hall C-514, 4110 E Stevens Way NE, Seattle, WA 98195
URL: **CAIIS**

9.6.5 Indigenous Wellness Research Center

The Indigenous Wellness Research Institute collaborates with indigenous people globally in three areas: research, tribal capacity building and knowledge sharing. The Institute brings together community, tribal, academic and government resources nationally and

internationally. By collaborating on decolonizing research, knowledge building and sharing, IWRI strives to protect and support.

Contact Us
Location: UW School of Social Work, 4101 15th Ave. NE, Seattle WA
URL: **IWRI**

9.6.6 wəɬəbʔaltxʷ — Intellectual House

wəɬəbʔaltxʷ — Intellectual House is a longhouse-style facility on the Seattle Campus. It provides a multi-service learning and gathering space for American Indian and Alaska Native students, faculty and staff, as well as others from various cultures and communities to come together in a welcoming environment to share knowledge.

Contact: **welebalt@uw.edu** or (206) 616-7066
Location: 4249 Whitman Court, Seattle, WA 98195
URL: **Intellectual House**

9.6.7 Latino Center for Health

Through community partnerships and capacity building, the Latino Center for Health provides leadership through innovative research that promotes culturally responsive evidence-based practices, informs health policy, and advances the health and well-being of a growing Latinx community.

Contact: **latcntr@uw.edu** or (206) 685-3583
Location: Roosevelt Commons East, 4311 11th Ave NE, Suite 240, Seattle, WA 98105
URL: **Latino Center for Health**

9.6.8 Leadership Without Borders

Leadership Without Borders (LWB) works to serve and empower undocumented students at the University of Washington. LWB offers leadership development resources, college success navigators, the Husky Lending Library, a space for community building, and connections to other campus and community resources. LWB also welcomes allies who want to help further their mission.

The program offers extensive resources, meeting spaces, a textbook lending library, and an atmosphere designed to provide both aspiration and inspirational aspects for multi-ethnic, multi-identity, and multi-national communities.

Contact: **undocu@uw.edu** or (206)-685-6301
Location: Samuel E. Kelly Ethnic Cultural Center (ECC), 3931 Brooklyn Avenue NE, Seattle, WA 98105
URL: **LWB**

9.6.9 Native Organization for Indigenous Scholars (NOIS)

The Native Organization of Indigenous Scholars (NOIS) was created to bring together University of Washington graduate and professional students of Indigenous descent. Their goal is to increase awareness of Indigenous ongoing research, work, and achievement through building a supportive community in which to socialize, network, share knowledge, and disseminate information.

Contact: noisrso@uw.edu
URL: NOIS

9.6.10 Prayer & Meditation Spaces

These spaces on the campuses of the University of Washington provide a quiet place for any member of the UW campus community to pray, meditate, and/or reflect.

URL: Prayer & Meditation Spaces

9.6.11 Q Center

The Q Center at the University of Washington is a vibrant resource and advocacy hub for LGBTQ+ students, staff, and faculty. Located in the Husky Union Building, the center has served the UW community for nearly two decades, fostering a brave, affirming, and inclusive environment. Through programs and resources, the Q Center empowers students and staff to thrive personally, socially, and academically.

KEY PROGRAMS AND SERVICES:

- Support & Advocacy: Offers peer and professional support, mentoring, and resources tailored to LGBTQ+ identities and experiences.
- Community Building: Hosts events, workshops, and social gatherings to foster connection and belonging.
- Education & Outreach: Provides training and consultation to departments across campus to improve inclusivity and safety.
- Lavender Graduation: Celebrates the achievements of LGBTQ+ graduates in a dedicated annual ceremony.
- Marsha P. Johnson Library: A curated space for queer literature, history, and learning.

Location: Husky Union Building (HUB), Room 315, UW Seattle Campus
URL: Q Center

9.6.12 Samuel E. Kelly Ethnic Cultural Center

The Kelly ECC is part of The Office of Minority Affairs & Diversity and has a wealth of resources and opportunities available to students including student advising,

organizational development, personal growth, and referrals to different departments and programs.

Contact: ecc@uw.edu or (206) 543-4635
Location: 3931 Brooklyn Ave NE, Seattle, WA
URL: ECC

9.6.13 Stroum Center for Jewish Studies

The Stroum Center for Jewish Studies promotes the study of Jewish histories, cultures, societies, ideas, languages, and religion, integrating insights from these fields into broader scholarly and public conversations.

Contact: jewishst@uw.edu or (206) 543-0138
Location: Thomson Hall, The Henry M. Jackson School of International Studies
URL: Stroum Center for Jewish Studies

9.6.14 Indigenous Walking Tour

This 40-page, full color booklet tells the story of Indigenous places through an Indigenous community member's eyes across seven stops on campus. You can also walk the tour virtually and watch a short video of Owen Oliver, the creator of the walking tour, sharing about what the tour means to him. The Department of American Indian Studies is also offering several AIS Student liaison-led group tours of the Indigenous Walking Tour. Tours are available by appointment, with several a quarter being open to the public.

URL: Indigenous Walking Tour

9.6.15 Student Veteran Life

Student Veteran Life is a unit founded by student veterans, for student veterans. As such, in order to build on the strength of organic and authentic community building and effectively bridge the civilian-military divide on campus, Student Veteran Life is led by a team of experienced and diverse veterans. Having former military service members who understands the transitional needs of student veterans is paramount to our success as a unit. Transitioning student veterans need to have access to someone who has shared their unique experiences and has successfully navigated from service in the military to service as a civilian.

Contact: vetlife@uw.edu or (206) 221-0830
Location: HUB 206
URL: Student Veteran Life

9.6.16 UW Society for the Advancement of Chicanos/Hispanics and Native Americans in Science (SACNAS)

The SACNAS UW Chapter was founded in 2007 and consists of undergraduate, graduate, post-docs, faculty and staff from various scientific disciplines across campus. SACNAS UW Chapter focuses on academic and community outreach at college and K-12 levels. SACNAS UW is very dedicated to academic outreach and excellence and has thus been nationally recognized. Awards include Chapter of the Year (3), Role Model Chapter (1) and Distinguished Chapter (1). Each year, our members attend the SACNAS National Conference, which is held at a different location within the U.S. Members are encouraged to submit poster and oral presentation abstracts, for each conference.

Contact: sacnas@uw.edu
URL: SACNAS

9.6.17 Waterfront Activities Center (WAC)

Located on Union Bay near Husky Stadium, WAC offers seasonal rentals of kayaks, canoes, and rowboats. It's a great way for students to enjoy the outdoors and explore Lake Washington.

Contact: wacboats@uw.edu or (206) 543-9433
Location: 3710 Montlake Blvd NE, Seattle, WA 98195
URL: WAC

TACOMA CAMPUS

9.6.18 Center for Equity and Inclusion

The Center for Equity and Inclusion ensures that all students feel seen, heard, respected and valued. The Center works to create a nondiscriminatory space where students can build friendships, develop intercultural awareness and skills, and learn from one another across differences. The Center is a supportive environment that fosters curiosity, critical thinking and compassion.

URL: Equity Center

9.6.19 syayəʔadiʔ (Family Room)

The syayəʔadiʔ (Family Room), as it was named in its Lushootseed language, which in English translates to Family Room, is a space firmly dedicated to native students, faculty, and community members. It is part of the Office of Indigenous Engagement.

Native American students and faculty take precedent in the Family Room. This space houses educational and recreational resources reserved for the Native population of UWT.

Indigenous people and those of indigenous decent are welcome to make use of this space, as long as the previously stated principles are upheld.

Allies are invited to participate in the family room's efforts, with a high degree of respect paid to its intent. There will be several opportunities for Native folks to invite non-native students, staff, and visitors to take part in the activities held in the family room, along with food, crafting and education.

URL: **syayəʔadiʔ**

9.6.20 Veteran and Military Resource Center (VMRC)

Supports military-connected students with VA benefits, tuition waivers, and transition services. Also, home to the Veterans Incubator for Better Entrepreneurship (VIBE), which helps veterans launch businesses.

Contact: **uwtva@uw.edu** or (253) 692-5723
URL: **VMRC**

9.7 Other Campus Services

9.7.1 Transportation Services

BOTHELL CAMPUS

Commuter Services provides transportation resources to the campus community, including parking permits and resources to reduce single-occupant vehicle trips such as extensive bicycle and pedestrian access to campus, transit accessibility, UPASS, Community Van outreach, free bike repair stations, and skateboard lock stations.

- **Bicycling**: Bicycling regulations, trails, and campus accommodations
- **Community Van**: Participate in the Community Van Rideshare Program
- **U-PASS/Transit**: Information about U-PASS and getting to campus with transit services
- **Parking**: Short-term and long-term parking permit options
- Resource: **Campus Map**

URL: **Commuter Services**

SEATTLE CAMPUS

Transportation Services provides transportation resources to the campus community, including parking products for faculty, staff and students driving to campus and information on getting to campus and getting-around campus. Most parking permits can be purchased and renewed via an **online customer portal**. If you have not used the portal

before, please review the **customer portal guide** first. You can also visit the **Transportation Services office or contact them** for more information.

- **Getting to UW**: Information on transit, biking, walking, electric scooters, driving, and rideshare
- **Getting Around**: Information on walking & biking, shuttles, fleet services, accessibility and safety

Resource: **Campus Parking Maps**
URL: **Student & employee parking**

TACOMA CAMPUS

Transportation Services is committed to providing access to campus under a sustainable transportation program that reduces our collective impact on the environment, while providing access to parking and transportation services that align with the University's core mission and goals.

- **Parking**: Information on both paid and free parking on or near the Tacoma campus
- **Carpool & Vanpool**: Carpool and rideshare opportunities around campus
- **Motor Pool**: A third party car rental service coordinated with Enterprise Rent-A-Car by Transportation Services for use by UW Tacoma students, faculty and staff
- **Transit**: Transit and U-Pass Information
- **Biking & Walking**: Information on biking and walking to campus
- Resource: **Campus Parking Map**

URL: **Transportation Services**

9.7.2 Human Subjects Division

The Human Subjects Division (HSD) is a service and compliance unit within the University of Washington Office of Research. HSD manages UW's Institutional Review Boards (IRBs), which review studies to ensure they comply with federal regulations, ethical standards, and university policies protecting participant rights and safety. HSD provides researchers with guidance on whether a project requires IRB review, how to submit applications, consent and HIPAA templates, training resources, and detailed topic-based policies covering areas like privacy, vulnerable populations, clinical trials, and multi-site research. It also includes contact information, newsletters, and educational materials aimed at helping students, faculty, and staff conduct ethical, compliant human-subjects research at UW.

Contact: **hsdinfo@uw.edu** or use **this contact look up tool.**
Location: 4333 Brooklyn Ave NE, Seattle, WA 98195
URL: **HSD**

9.7.3 Disability Resources for Students

- **DRS – Bothell Campus**
- **DRS – Seattle Campus**
- **DRS – Tacoma Campus**
- **Disability Access and Accommodations (Civil Rights Compliance Office) – Tri-Campus**
- **Seattle Campus Access Guide – (for maps, parking locations, and barrier reporting)**
- **Tacoma Campus Accessibility Routes**
- **Navigating Bothell Campus**
- **D Center – UW Disability and d/Deaf cultural center**
- **UW-IT's Access Technology Center (in Mary Gates Hall)**
- **Disability Studies in the College of Arts & Sciences**
- **Institute on Human Development & Disability**
- **Disability Services Office (for UW employees and campus visitors)**

9.7.4 UW Campus Food Pantry Childcare Assistance Program

BOTHELL CAMPUS

The **Husky Pantry** may be accessed by any Bothell Campus student who is facing food insecurity. Students can shop for grocery staple items, as well as seasonal products, hygiene and toiletry items (all non-perishable).

Contact: **hawrc@uw.edu**
Location: Health and Wellness Resource Center (HaWRC), ARC 120
URL: **Husky Pantry**

SEATTLE CAMPUS

The **UW Food Pantry** provides food to students, staff, and faculty who may be experiencing short-term food insecurity.

Contact: **uwpantry@uw.edu**
Location: Poplar Hall 210
URL: **The UW Food Pantry**

TACOMA CAMPUS

The Pantry is dedicated to ensuring every student has access to free supplemental, nutritious, and culturally relevant food assistance, along with essential hygiene products and supplies. The Pantry is a food program designed to meet the short-term, immediate food needs of all UW Tacoma students.

Location: William Philip Hall 010 (Ground Floor)
URL: **The Pantry**

10. UNIVERSITY OF WASHINGTON COMMENCEMENT CEREMONY

BOTHELL CAMPUS

The **University of Washington Bothell** hosts ceremonies for undergraduate and graduate students. This commencement is held at the Alaska Airlines Arena at Hec Edmonson Pavilion on the Seattle Campus.

Paid parking is available at Alaska Airlines Arena. Student and guest parking is available in lots E01, E12. E18, E19 and E21. For accessible and limited mobility parking – E17 and E20. The cost is $20.25, and payment is by credit card only. There are shuttle stops in lots E01, E18, and E12.

Contact: **uwbgrads@uw.edu**
URL: **Commencement**

SEATTLE CAMPUS

The University of Washington Seattle hosts a university-wide commencement ceremony each June at Husky Stadium, bringing together graduates from all schools and colleges.

Students who wish to participate must first apply to graduate and complete the Commencement Registration/Order Form, where they confirm attendance, request guest tickets, and order academic regalia. Academic regalia (cap and gown) is required for participation.

Guest tickets are required for both graduates and their guests. Tickets are complimentary and are requested during the registration process. Graduates receive their tickets prior to the ceremony along with their regalia.

In addition to the university-wide ceremony, many schools, departments, and student organizations hold separate graduation celebrations. Students are encouraged to check with their program for details about these events.

The ceremony is coordinated by the Office of Ceremonies, which provides guidance on registration, eligibility, accessibility accommodations, and event logistics.

Contact: **commence@uw.edu** or (206) 543-2592
URL: **The Office of Ceremonies**

TACOMA CAMPUS

The **University of Washington Tacoma** hosts its undergraduate and graduate Commencement ceremony at the Tacoma Dome, at the end of each spring quarter.

Contact: **tcommenc@uw.edu** or (253) 692-4913
URL: **Commencement**

11. UW EMAIL & FILE STORAGE ACCESS

11.1 UW Email

During the third week of the second consecutive quarter in which you are not registered as a student, you will receive an email notification stating that computing services for your UW NetID, including your **UW Google account** and **UW Office 365 account**, will expire in 14 days and will then be permanently deleted. *Note that summer quarter is excluded and does not count towards the deletion timeline.*

Email forwarding advisory: Only email sent directly from a UW email address (@uw.edu) can be reliably delivered to the email forwarding address you select on the **manage email forwarding page**. For more information, please review our **email forwarding information page**.

11.2 File Storage Access

As graduation approaches, University of Washington students should take steps to back up and preserve any digital work associated with their UW NetID. After graduation, access to UW-provided services such as email, cloud storage, and other resources may change or be discontinued.

Key Steps for Students to Preserve Their Work:

- **Back Up Files**: Students should save copies of important documents, research data, and any other critical files stored on UW systems.
- **Transfer Emails and Contacts**: Students using UW email services are encouraged to export their emails and contacts to a personal email account to retain future access.
- **Save Course Materials**: Students should download course materials, assignments, and projects from platforms such as Canvas that may be needed for future reference.
- **Update Contact Information**: Providing a personal email address to departments or contacts is recommended so students can stay informed about alumni communications and opportunities.
- **Review Service Changes**: Students should review which UW services will remain available and which will be deactivated after graduation.

Detailed instructions and additional resources can be found on the UW IT Connect page about saving work before graduation.

Students with questions or who need support are encouraged to contact UW IT support for assistance.

Contact: **help@uw.edu** or (206) 221-5000
Location: UW Information Technology, 4333 Brooklyn Ave NE, Seattle, WA 98195
URL: **Preserve your UW Work**

APPENDICES

A. Commonly Used Acronyms

3MT: Three Minute Thesis. A Graduate School competition that challenges graduate students to present their research clearly in three minutes for a non-specialist audience.

ARCS: Achievement Rewards for College Scientists. A fellowship program that supports outstanding students in science, engineering, and related fields.

CAIR: Computing and Information Resources. A Graduate School unit that provides technology and computing support for Graduate School operations.

CGS: Council of Graduate Schools. A national organization that supports graduate education, policy development, and research on graduate student success.

FFA: Fellowships, Finance and Awards. A Graduate School unit that manages fellowships, financial processes, and student award administration.

GEMS: Graduate Enrollment Management Services. A Graduate School unit that oversees admissions, enrollment processes, and student record services.

GPA/GPC: Graduate Program Advisor / Graduate Program Coordinator. Department or program contacts who help students navigate program requirements, policies, and degree progress.

GSR: Graduate School Representative. A faculty member appointed to represent the Graduate School at a doctoral dissertation defense.

GSA: Graduate Student Affairs. A Graduate School unit that supports graduate students through community-building, wellness, & professional development programming.

GSEE: Graduate Student Equity and Excellence. A Graduate School unit that supports equity-focused initiatives, funding, and programming for graduate students.

GSS: Graduate Student Success. A Graduate School unit focused on programs, services, and support that help faculty and staff uncover best practices for graduate students to thrive academically and professionally.

IDP: Interdisciplinary Program, or Individual Development Plan. Depending on context, this may refer to a Graduate School interdisciplinary program or to a planning tool for academic and professional development.

LWB: Leadership Without Borders. A UW resource and advocacy program that supports undocumented students and students from mixed-status families.

OAA: Office of Academic Affairs. A Graduate School unit that oversees academic policy, degree requirements, and graduate education standards.

OMA&D: Office of Minority Affairs and Diversity. A UW unit that advances equity, access, and undergraduate student support, especially for historically underrepresented communities.

OPL: Office of Public Lectures. A Graduate School unit that hosts public events and lectures featuring scholars, writers, and thought leaders.

PCE: Professional and Continuing Education. A UW unit that offers certificate programs, professional learning, and continuing education opportunities.

UWAA: University of Washington Alumni Association. A UW-affiliated organization that helps students and alumni build professional connections and stay engaged with the University.

WAGS: Western Association of Graduate Schools. A regional organization that supports graduate education across universities in the western United States and Canada.

B. Graduate School Directory

The Office of the Dean	graddean@uw.edu
Academic Affairs	gsacad@uw.edu
Advancement	grad.uw.edu/support-the-graduate-school
Communications	gradcomm@uw.edu
Computing and Information Resources (CAIR)	gshelp@uw.edu
Fellowship & Awards	gradappt@uw.edu
Graduate Enrollment Management Services (GEMS)	uwgrad@uw.edu
Graduate Student Affairs	uwgsa@uw.edu
Graduate Student Equity & Excellence (GSEE)	uwgsee@uw.edu
Graduate Student Success in Graduate Programs	gradsuccess@uw.edu
Human Resources	gradhr@uw.edu
Interdisciplinary Programs	graddean@uw.edu
The Office of Public Lectures	lectures@uw.edu
Primary Point of Contact for the Handbook	adelez@uw.edu