

Welcome Back Everyone!

GRADUATE ADVISOR MEETING

August 26, 2021

We will begin the meeting shortly

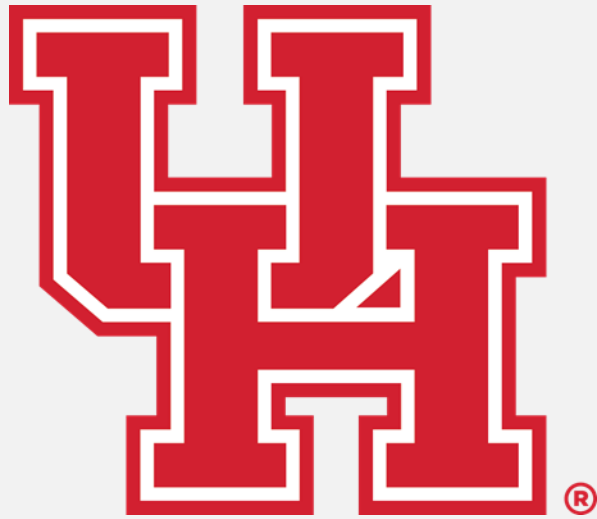


UNIVERSITY of HOUSTON | GRADUATE SCHOOL

Welcome

NEW ADVISORS

PLEASE TAKE A MOMENT TO INTRODUCE YOURSELF
NAME
DEPARTMENT



DR. SARAH LARSEN

*Vice Provost/Dean of Graduate School
Office of the Provost*

FALL ORIENTATION-RECAP

1291 students attended sessions 1 and 2 (the sessions featured the same content). The student degree levels were 72% masters; 27% doctoral, 1% other.

575 students attended the resource session with presentations from CAPS, EOS, Library, Career Services and DOR. The student degree levels were 71% masters, 28% doctoral, 1% other.

Students received a survey after each event and the average scores out of 5 were 4.1, 4.2 and 4.5 for the 9 am, 11 am and 1:30 pm sessions respectively.

Some of the comments from the survey:

- *I loved how each speaker kept the information concise. Great work everyone!*
- *Good info thanks*
- *I am grateful for the time they have invested to share their experiences and expectations into the graduate program. It gives me perspective on what to expect and how to succeed in the program. Thanks again.*
- *Student panel was so helpful for me.*
- *Everyone did a great job of explaining the available resources, Good information to new students, Thanks for all the info!!*

NEW THESIS AWARD

Outstanding Thesis competition – nominations due **September 15, 2021**

(<https://www.uh.edu/graduate-school/academics/thesis/outstanding-thesis-award.php>)

- Social Sciences, Business and Education
- Life Sciences
- Non-traditional Thesis/ Project Award

Winners submitted to Conference of Southern Graduate Schools competition.

Dissertation Award- nominations due annually in June. Fields of study rotate. Winners submitted to Council of Graduate Schools national award.

GRADUATE/PROFESSIONAL STUDENT OMBUDSPERSON SEARCH

- Recommendation made based on Graduate Student Survey (F19, F20)
 - The Graduate School ombudsperson will be a neutral, independent, informal, and confidential resource for graduate and professional students who can provide assistance and coaching on a variety of issues.
 - Administrative position (part time) open to a current faculty member

ADMISSIONS

- College Net Annual changes
 - Enhancing the navigation of the application

JMU The Graduate School

Application Pages

- General Information
- Program Selection
- Academic History
- Work & Military Experience
- Program Requirements/Questions
- Letters of Recommendation
- Residency & Citizenship
- Personal & Background Information
- Enrollment Information

Application for Admission

* indicates a required field

Applicant's Full Legal Name

Type your name as it appears on legal documents, i.e., birth certificate, passport. If you are sending any application materials under different names, you must fill in the other name(s) (including other names you used when taking the GRE, GMAT or TOEFL tests; names used on other academic records; your maiden name, etc.)

* Last:

* First:

Middle:

Or I certify I do not have a legal middle name.

Suffix:

* Will we receive records for you under any other name(s)? Yes No

Email

STRATEGY 4 ACTION ITEMS

1. Increase the competitiveness, visibility and rankings of UH graduate and professional programs
2. Create/support programs at the cutting edge of knowledge creation and workforce development that are nimble and responsive to changing research and workforce trends.
3. Attract and retain diverse and well-qualified graduate and professional students from the greater Houston region, the U.S. and the world.
4. Streamline administrative processes for graduate and professional program admission, financial aid, registration, theses, dissertations and graduation.
5. Develop and facilitate co-curricular learning activities and global learning experiences with a goal of improving career outcomes of graduates

DISCUSSION/SUGGESTIONS

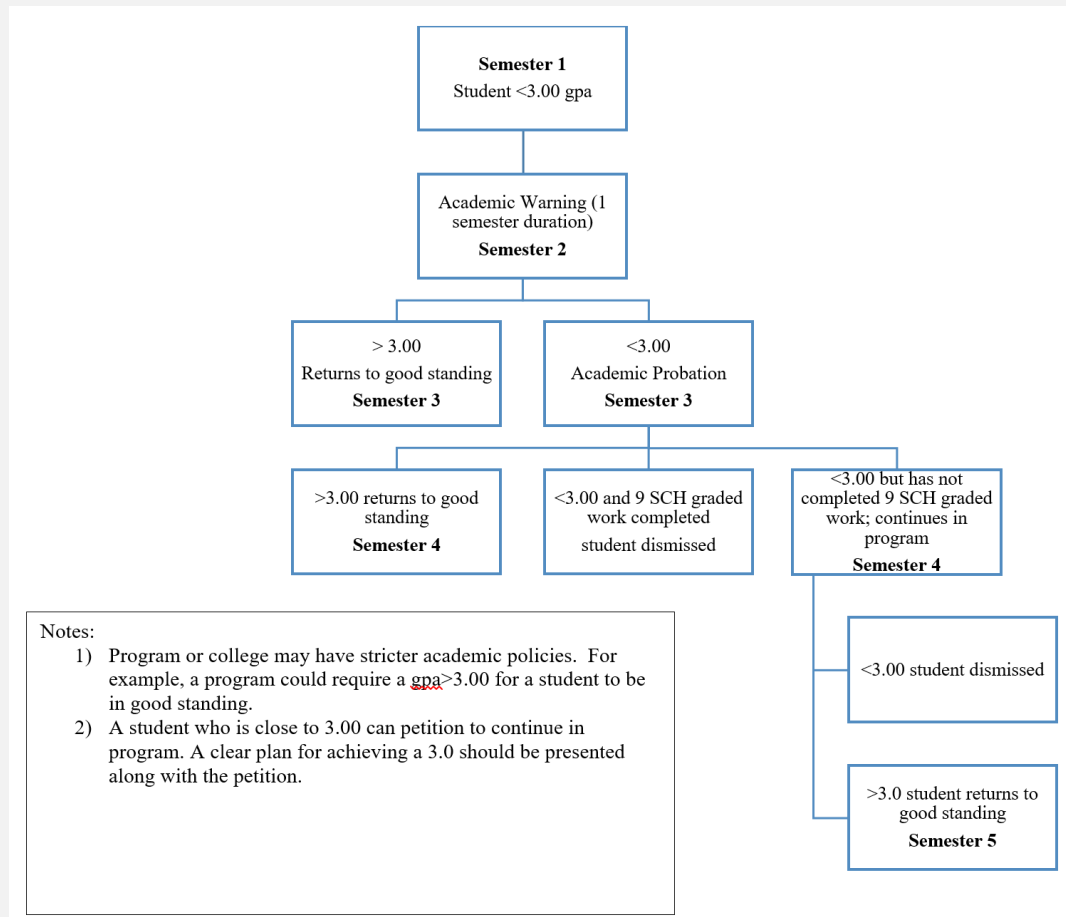
Streamline administrative processes for graduate and professional program admission, financial aid, registration, theses, dissertations and graduation.



DR. TASHEMIA JONES

*Assistant Director of Academic Affairs, Graduate School
Office of the Provost*

ACADEMIC WARNING/PROBATION



Please see the entire policy in the grad catalog here [Academic Warning and Probation](#)

CATALOG/CURRICULOG

- 2021-2022 Catalog is live and can be found here [21-22 Graduate Catalog](#)
- Informational email will be sent out regarding the 2022-2023 Graduate Catalog and Curriculog processes by the end of the week

GRADUATE PETITIONS

- Please use the updated petition dated 102020
[Updated Graduate Petition](#)
- Petitions should be uploaded via IRIS asap after required signatures have been obtained

UNIVERSITY of HOUSTON | GRADUATE SCHOOL
GRADUATE and PROFESSIONAL STUDENT PETITION
 gradschool@uh.edu

*This form requires that you be informed of the following: (1) with few exceptions, you are entitled on request to be informed about the information the University collects about you by use of this form; (2) under sections 552.021 and 552.022 of the Government Code, you are entitled to review and receive the information; and (3) under section 552.004 of the Government Code, you are entitled to have the University correct information about you that is incorrect.

Name: Last First Middle		Current Student Information	Career Program Select... Plan Code	Petition Effective Term Year Select...
myUH ID: Contact Phone Number:		NOTE: Unless otherwise noted and approved, all petitions are effective at the start of the next academic term. All administrative actions become effective the day they are processed, unless otherwise stipulated and approved via petition. All petitions should be submitted to the advising office in the department of their degree objective to begin the approval process.		
UH EMAIL ALIAS: @UH.EDU Students are required to maintain a valid destination email address in their myUH account				
PURPOSE OF PETITION				
<input type="checkbox"/> 1. Update program status/action (term activate, discontinue, etc)	<input type="checkbox"/> 2. Admissions status change (ex: conditional to unconditional)	<input type="checkbox"/> 3. Add new concurrent degree or certificate objective (career/program/plan)	<input type="checkbox"/> 4. Change current degree objective (program/plan)	
<input type="checkbox"/> 5. Degree requirement exception or approved course substitution	<input type="checkbox"/> 6. Leave of Absence (include specific term) (Attach supporting documentation)	<input type="checkbox"/> 7. Reinstatement to discontinued career (provide explanation)	<input type="checkbox"/> 8. Request to apply to graduate after the late filing period deadline	
<input type="checkbox"/> 9. Transfer Credit (One restriction per petition)	Institution Name: City/State/Zip	Hours Previously Transferred: Transfer Credits on this request:	<input type="checkbox"/> 10. Change Admit Term	
Courses Approved for Transfer: Catalog #: Semi/Otr Taken: Catalog #: Semi/Otr Taken: Catalog #:	Transfer Credit Awarded: General Credit: UH Graduate Course Equivalencies: Catalog #: UH Graduate Course Equivalencies: Catalog #:		<input type="checkbox"/> 11. Early Submission of Thesis/ Dissertation	
<input type="checkbox"/> 12. Other (explain below)				
EXPLANATION OF REQUEST <small>(attach additional documentation as needed)</small>				
STUDENT SIGNATURE Please type your name as your signature.				DATE
				Administrative Request <input type="checkbox"/>
REQUIRED APPROVALS			ACADEMIC OFFICE USE ONLY	
Graduate Advisor/Committee Chair <input type="checkbox"/> APPROVE <input type="checkbox"/> DISAPPROVE Print Name: Date: Signature:			COMMENTS	
Graduate Studies/Program Director <input type="checkbox"/> APPROVE <input type="checkbox"/> DISAPPROVE Print Name: Date: Signature:				
Department Chair <i>if required</i> <input type="checkbox"/> APPROVE <input type="checkbox"/> DISAPPROVE Print Name: Date: Signature:				
Assoc/Asst Dean for Graduate Studies <input type="checkbox"/> APPROVE <input type="checkbox"/> DISAPPROVE Print Name: Date: Signature:				
Vice Provost/Dean of the Graduate School <input type="checkbox"/> APPROVE <input type="checkbox"/> DISAPPROVE Print Name: Date: Signature:				
			Clear Form UHGS 102020	

DISSERTATION ACCELERATOR FALL 2021 COHORT

- The application is open and doctoral students can apply

<https://www.uh.edu/graduate-school/academics/thesis/dissertation-accelerator/>

- Deadline is September 10th



SHAWN WASHINGTON

*Associate Director of Admissions, Graduate School
Office of the Provost*

UPDATES

- Archiving process for SU/FA2021 apps – Sept 20th
- A high volume of applications are still pending a decision in CN for FA2021. (**app received, waiting materials, under review**)
- No decision applied by Sept 20th— application will be changed automatically to "Withdrawn" in CN and notification emails released to applicants informing them about their withdrawn status.

UPDATES

- August 1st – Recruitment Cycle (FA2022)
 - Review and test admission app's.
- Copy of Final Transcripts w/ degree conferred for all new domestic students due prior to Sept 8th (ORD).
- Submit deferent requests prior to Sept 8th (ORD).

EXPORT CONTROL LICENSE

- International students wanting to take online courses only from a country that's currently listed on the US government's list of sanctioned countries report (**North Korea, Syria, Iran, and Crimea**) for spring 2022 term; will need to receive an official export control license.
- If a new international student wanted to take online courses only for FA2021; then this will not happen, but we can begin the process of helping them request an export control license from the Office of Foreign Assets Control (OFAC) for SP2022 and/or FA2022. However, there's a lot of information needed prior to UH Legal Dept. submitting their application to OFAC; For instance, students and their academic departments will need to complete the UH Technology Control Plan and FERPA Release forms.
- **UH Legal states that it takes a few months of processing time for OFAC to approve each application received.**

TEXAS SWING CALENDAR

- The TACRAO Graduate and Professional School Relations Committee works with the Texas Association of Graduate Admissions Professionals (TxGAP) to plan and implement a geographically based schedule of graduate and professional school recruitment activities (Texas Swing).
- [Texas Swing Recruiting Calendar \(tacrao.org\)](http://tacrao.org)

Register now for the annual UNT Graduate and Professional School fair

University of North Texas (UNT)

Monday, September 27, 2021

11:00 AM – 2:00 PM

University Union Ballroom 314

Denton, Texas

In cooperation with the UNT Career Center, we are pleased to announce that **registration is open** for the UNT Graduate/Professional School Fair. With UNT offering a full university experience this fall, **we are hosting this event in person**. Come recruit at one of the **largest institutions in the Dallas/Fort Worth area with more than 40,000 students**.

UNT is proud to have the [Texas Academy of Math & Science](#) (About 85 percent of TAMS students earn undergraduate and graduate degrees in STEM fields: 66 % get master's degrees and 81 % get doctorate degrees) and the [Honors College](#) (largest in the DFW area) that **includes more than 1,800 members** of highly motivated and talented students in **109 bachelors programs**. On average, 4 out of 5 Honors College students graduate with cum laude or higher honors, while **at least half of Honors College students do graduate-level research**. UNT also has 94 master's programs with 36 doctoral degree offerings.

[Register now for this event through HANDSHAKE.](#)



SOUTHWESTERN ADVENTIST UNIVERSITY

Hello,

Southwestern Adventist University is proud to announce its annual in-person Career Fair: Paths Expo. This year our career fair is completely free and lunch will be provided!

We take pride in offering a personalized experience to our trusted partners. We are eager to assist you in recruiting our top talent. There are two ways to register for this exciting event.

1. Use the first link below to register via Handshake.
2. Use the second link to fill out our simple registration form.

Handshake Registration

Registration Form

Texas Wesleyan University's Virtual Graduate and Professional School Fair

Texas Wesleyan University is excited to partner with Handshake to host our upcoming Virtual Graduate and Professional School Fair on **Tuesday, September 21, 2021 from 2:00PM to 4:00PM**. This fair offers students the opportunity to talk informally with representatives from a diverse group of graduate and professional schools on a virtual platform. [Registration is now open!](#)

- There is **NO** registration fee!
- Registration is due by **September 14, 2021** or when capacity is met
- After you have submitted your registration form you will receive a confirmation email from Career Services within the next 2 business days.

How to Register:

In order to participate in this Virtual Fair as a recruiter, you will need to use an Employer account associated with your school or program. If you do not have an employer (recruiter) account, you can use this [helpful guide](#) to create your account.

With your employer account, you can register for the virtual fair [here](#).

At our fair, you'll be able to engage with students in a variety of formats, including:

- Video, audio, and text chats with students
- Group meetings with multiple participants
- 1:1 meetings scheduled in advance or after a group session

Handshake has created this [guide](#) to walk recruiters and employers through participating in a virtual fair for the first time. Please do not hesitate to contact Jesse Pyle at pyle@txwes.edu or 817-531-6553.



CHRISTEN POWERS

*SEVIS Compliance Coordinator, Graduate School
Office of the Provost*

LATE ARRIVAL

- Late arrival must be:
 - Requested via Graduate petition
 - Approved by the department (including Dean's signature)
 - Uploaded to the Graduate School via IRIS
 - Approved by the Graduate School

LATE ARRIVAL

- Students arriving late must be
 - Enrolled in a full time courseload
 - Actively working in courses to not get behind
 - Either have their visa approved or pending approval
 - Able to arrive by/on September 8, 2021

All students who cannot arrive by ORD should discuss deferment options

SSN I-20 ISSUING

- Students that require a SSN (and don't already have one) will need a new I-20.
- Students need to email and request a new I-20. This process can take several days.
- The student will receive an email notifying them that their I-20 is ready, and can be picked up
- I-20 pickup will be available in the E Cullen Graduate School office On Tuesdays and Thursdays from 8 AM to 3 PM.

ARRIVAL IN A FUTURE SEMESTER WHILE MAINTAINING ENROLLMENT

- For students who will be attending online for Fall 2021, and need an updated I-20:
 - I need:
 - the student name
 - PSID
 - admitted program
 - how many hours they are currently completing online

DEFERMENTS

- All students deferring admission to a future semester should do so via Graduate Petition.
- Once the program is updated in Peoplesoft, I can issue the new I-20
- It is difficult to issue an I-20 if Peoplesoft is not updated
 - All deferments who need an I-20 must be approved in peoplesoft by ORD.

SPRING 2022 I-20 PROCESS

- Spring 2022 documents have started going out via email
- Please encourage your students to be patient, and remind them that I-20 processing takes time
 - I will not:
 - Answer multiple emails with the same content
 - Expedite an I-20 (except in exceptional circumstances. The Graduate petition should be utilized for all special requests)
 - Respond to bullying, accusations, or threats

CHECKING THE STATUS

- Checking the status of the I-20 takes processing time away from other students/departments.
- With the volume of I-20 documents so high, please encourage your students and faculty to give me the chance to process a document before checking the status of the document.
- Processing during peak times can take 7 to 10 business days. Please do not send me an email checking the status of a student after 2 days.



STEFAN JOHNSON

*SEVIS Compliance Senior Coordinator
International Student & Scholarship Services Office*

FALL 2021

- Virtual Check-In through the Checklist To-Do list items. Students should make sure to upload all relevant documents so we can complete their check-in for any SSN letters and registration in SEVIS.
- Numbers are...very good. We may exceed over 1100 students for check-in. A combination of fall 2020 through fall 2021 admits entering the U.S.

ENROLLMENT REQUIREMENTS

- We are still using SEVP guidance for fall 2021 when it comes to enrollment. Any students entering on F1 status after March 2020 will need ONE F2F/Hybrid course for this semester. All other students can take courses online.
 - Transfer students from another school are included in this requirement.
- Fall 2021 FAQ:
<https://uh.edu/oisss/announcements/2021/covid19-fall-2021-faq/>
- HyFlex does not count for F2F option.

ADDITIONAL INFORMATION

- Fall 2021 Health insurance requirement. Students should complete the Health insurance out of country verification task item so we can waive health insurance as necessary for students.
- Don't forget to keep our office in the loop when it comes to students changing degree levels (PHD to MS), leave of absence, etc. In most cases we have to provide approval for changes that affect enrollment for F1/J1 students.
- Questions??

QUESTIONS

Have questions after the meeting?
Please email gradschool@uh.edu

Thank you for all of your continued
efforts and hard work! You are
appreciated!