Memo

To: Graduate Administrators
From: Josie Lalonde, Director, Student Academic Services
Date: August 9, 2018
Re: Dual Registrations 2018/2019

SGS has run lists of graduate students who have been identified as potential dual registrants for the Fall 2018 session. If you have students who fall into this category, you will find a list in your folder on the SGSDrive.

For instructions on using the SGSDrive, please refer to the User Guidelines. If there is not a list in the SGS Drive folder, there are no students in this situation in your unit.

Students are considered to be dual registrants when they are registered in a master’s program while beginning a doctoral program. The lists include:

- Doctoral/Masters dual registrations for 2018/2019
- Students registered/invited in more than one SGS program
- SGS students also enrolled in a non-SGS Post(s) 2018/2019

With the permission of their units(s), dual masters/doctoral registrants are allowed to register dually for one session only. Students may register in other combinations with the permission of the graduate unit and as long as only one of the registrations is full-time.

Please confirm with your Student Services Assistant which students are or are not allowed to be dually registered and inform your students accordingly. Please let us know as soon as possible so that registrations for these students are accurate. SGS will adjust academic fees and/or incidental fees for these students, so please do not make changes to the registration status.

Please contact your Student Services Assistant if you have any questions.

Thank you.