

Graduate Student Expectations

1. The Pharmacy Care Systems (PCS) Department expects its graduate students to be familiar and comply with the Graduate School's general policies (see <http://www.grad.auburn.edu/general/policies.html>) and the department's graduate program handbook.
2. Graduate students are responsible for filing all applications and forms required by the Auburn University Graduate School.
3. International graduate students must be familiar and comply with all federal regulations. Auburn University International Student and Scholar Orientation Handbook can be found at <http://www.auburn.edu/academic/international/oie/iss/prospective/handbook.htm>.
4. An annual review of each graduate student is conducted in June by the department. Therefore, all graduate students are required to complete all forms reporting their academic progress by the announced deadline.
5. All graduate students must schedule a meeting with their primary advisor at least once a month. It is the graduate student's responsibility to initiate this meeting.
6. All graduate students must enroll in the departmental seminar each semester.
7. After completing all courses listed in their plan of study, all graduate students must register for at least two credit hours in both Fall and Spring semesters. During the summer semester, if graduate students plan to use departmental resources (e.g., printing, copying, using departmental computers, meeting with PCS faculty members), they must register for at least two credit hours.
8. Students must get approval from their advisor and the department head prior to finalizing their plans for any extended time away from the university. This approval should be sought as soon as the student determines their desired travel dates. In case of an emergency (e.g., death in the family, illness), students must contact their advisor and the department head as soon as possible.
9. In addition to a teaching/research appointment provided by the Pharmacy Care Systems department, students planning to work or intern elsewhere must consult with their advisor prior to finalizing their plans.
10. Continuance in the PCS graduate program is contingent upon satisfactory progress and adherence with all PCS Departmental policies.