**BGS Registration Guidelines**

**General BGS Student Activity**
In years one and two, BGS students take a combination of didactic courses, seminars, laboratory rotations, independent studies, and examinations. In general, they take the equivalent of 4 course units in the Fall and Spring semesters, and they are registered for these courses in the University’s Student Records System. In the summers, they conduct laboratory rotations, which are recorded in BGS’ local system. Students in year three and beyond work full-time in the laboratory of their dissertation advisor. Students select courses with permission of their academic advisors and are registered by their graduate group coordinators in order to ensure that registrations meet graduate group and BGS policies. (Note that Combined Degree students (MD-PhDs and VMD-PhDs) follow a different registration pattern.)

**Enrollment in Extra Courses and Non-BGS Courses**
It is expected that students will enroll only in courses that relate to their PhD training, with approval of the graduate group’s academic advising committee. If BGS faculty members are involved in teaching a course sponsored by another school (i.e., a division other than BMP), and if BGS students are likely to take the course, then the course should be crosslisted in BGS. When a course is crosslisted with another school, BGS students must be registered in the BGS section of the course. When a student wishes to take a non-BGS course or a course after candidacy (i.e., a course above and beyond the graduate group’s requirements and advising committee’s recommendations), s/he should obtain approval from the dissertation advisor (if applicable), graduate group chair, and BGS director to ensure that the additional coursework does not negatively affect progress toward the degree. There should be an academic or career-goal basis for the additional coursework. BGS students are not permitted to formally register for courses as auditors. However, they may arrange to “sit in” on courses with the permission of the course director (and their advisor if they are at dissertation stage).

**Grades**
Per University policy, doctoral students may be enrolled in courses for a letter grade only (not pass/fail).

**Deadlines**
Coordinators are responsible for the appropriate registration of their students in accordance with University deadlines. Students who wish to drop a course after the close of the drop period must petition their graduate group, and the graduate group must notify BGS.