

BISI Registration Information & Outline

Registration:

Pre-candidacy students register through Testudo. This must be done **before** the first day of the semester. If you do not register until the semester starts you will be charged a late fee. Students must be enrolled every semester unless they have requested and been approved by the Graduate School for a Waiver of Registration or a Leave of Absence. The University uses units rather than credits to determine Full-time/Part-time graduate student status. Coursework credits, Research credits, and RA/TA/GA positions all count in the unit evaluation. Further information is in the BISI Credit Guidelines & Unit Explanation.

Coursework:

First and second year students are usually registered for a combination of coursework and research credits. It is much easier to drop or change courses than to get registered past the deadline. Each CA has core and elective guidelines that are specific to that CA that can be found on the BISI website under [coursework](#). You should be discussing your choices with your CA director or your Advisor once you have chosen one. Students who have not yet advanced to candidacy and are not taking coursework should register for pre-candidacy research credits (BISI 898) in their advisor's section.

Research Credits:

Students must be registered for the research credits which correspond to their Ph.D. program and advisor, meaning all BISI students should be in BISI 898 / BISI 899. If there is a problem and the instructor's BISI section is not open you must notify the BISI Office so we can work with scheduling. This applies even if the advisor has other sections of 898 in their home department, because BISI Students must be in BISI sections. This process takes 1 - 2 weeks. If you do not know your advisor's section number or it is not in the PDF below please contact the BISI Office.

Post Candidacy:

Doctoral Candidates are automatically enrolled in 899 doctoral research credits by the registrar's office for Fall and Spring semesters. However, it is the responsibility of the student to ensure this has been done properly before the semester starts. Registrations are done just a few weeks before the semester starts. If you need to be registered earlier than 2 - 3 weeks before the semester you need to contact the registrar's office. If there is a financial hold on your account they can not register you. Once the hold is resolved you have to contact registrar-graduate@umd.edu and request they register you. The Registrar's office does not automatically know when your block is removed. All emails to the registrar's office need to include your Name, UID, Course number, Section number, Instructor name, and Semester.

Legacy program students should be in the corresponding research credits - BIOL, BEES, CBMG, or MOCB.

Questions:

If you have questions regarding you are welcome to email the BISI office. Please provide the following information when you contact us: Name, UID, and RA or TA status for the semester in question.