Continuous Enrollment

Graduate students who have been advanced to candidacy and who have completed all course work must maintain the required active degree program status without additional University registration by enrolling in "Continuous Enrollment" through the College of Continuing Education. There are no units associated with this enrollment, but a College of Continuing Education fee equal to one unit is required. Such enrollment is valid as long as the student is within the time period allowed for the completion of the culminating experience requirement.

MA / MS Students

Students completing a MA / MS thesis or project are allowed a maximum of three (3)* semesters past the semester of first registration to complete the thesis or project. If not otherwise actively registered, the student must enroll in "Continuous Enrollment" each of the three semesters beyond the initial University enrollment for thesis or project units.

Students who do not finish the thesis or project within the semester of original enrollment will receive a grade of "RP" provided satisfactory progress has been made toward completion of the culminating experience. The "RP" grade will remain as long as progress is made toward completion and "continuous enrollment" is maintained the following three semesters.

Students taking the comprehensive exam for the culminating experience in a semester in which they are not registering for any other units and will be required to sign up for “Continuous Enrollment.”

Students enrolling in their culminating experience during the winter intersession must enroll in Continuous Enrollment for the Spring semester.

Ed.S. / Ed.D. / DPT

Ed.S. or Doctorate students are only allowed to use Continuous Enrollment with the approval of graduate coordinator for a max of one (1) term.

*Some departments do not allow three (3) semesters of Continuous Enrollment. Please check with your department.
Indicate semester and year:  ☐ Fall ☐ Spring  
Indicate level:  ☐ MA / MS ☐ Ed.S ☐ Ed.D. ☐ DPT

Student ID #:  
Cell Phone:  Telephone:  
Email:  DOB:  
Name:  ☐ Ms. ☐ Mr. ☐ Other  
Address:  

MA / MS degree seeking students please complete information in the space above and return to the Office of Graduate Studies with your $281.00 payment.  
Ed.S. / Ed.D. / DPT degree seeking students, please complete the space above, return form to the Office of Graduate Studies along with a $438.00 payment.  
Make checks payable to: California State University, Sacramento  
All students add $25.00 late fee, if payment is sent after the deadline (September 9 for Fall; February 10 for Spring). Postmarks Not Accepted. Please note the following dates:  
Last day to submit Continuous Enrollment for Fall: October 31  
Last day to submit Continuous Enrollment for Spring: March 31

Program:  
Student Signature (required):  Date  
Graduate Coordinator (required):  Signature  Date  

College of Continuing Education (CCE) - Call # ➤  
Date By Total Paid $  
Tuition $ Accounts Rec. $  
Parking $ Grand Total $  
Late Fee $ Sponsor  

Office of Graduate Studies  
Course Prefix  Course  Section  Units  OGS Approval  
Return completed form along with payment to:  
California State University, Sacramento  
Office of Graduate Studies (CE)  
6000 J Street, RFC 215  
Sacramento, CA 95819-6112  
Telephone: (916) 278-6470  

Cashier's Receipt Stamp  Updated: 08/11