

Responsibilities of MS Students

Students are expected to:

- Adhere to the VCU Student Code of Conduct
- Familiarize themselves with the regulatory, academic and research requirements to be successful within the program by reading their [program bulletin](#), their program handbook and consulting with their program directors
- Familiarize themselves with the Graduate school process and policies outlined here.
- Work effectively towards completion of the degree in a timely manner
- Register for the correct classes every semester
- Monitor progress towards degree in Degreeworks
- Ensure all required forms are completed prior to the due date.
- Respond in a timely fashion to emails from sodgradstudy@vcu.edu, klysek@vcu.edu and oloughran@vcu.edu
- Engage in self-directed learning to understand the existing theories, practices and research methods of your research area and apply these to your research
- Communicate regularly with your thesis/dissertation advisor and your research advisory committee, providing these faculty with updates on your progress within the program and updates on results of research activities
- Maintain detailed, organized and accurate research notebooks and records. When you leave all research data remain the property of the department
- Assume the highest integrity and maintain ethical standards in all aspects of your work, especially in the tasks of collecting, analyzing, and presenting research data
- Contribute, wherever possible, to the scholarly discourse of the discipline through presentations and publications
- Create an ethos of collegiality and collaboration