

Fun Facts to Keep on Track:

A Graduate Student and Graduate Faculty Guide

Department of Chemical and Paper Engineering (ChP)

Western Michigan University

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1.0 Introduction

The “Fun Facts to Keep on Track: A Graduate Student and Graduate Faculty Guide” is intended for use by Graduate Students enrolled in the Department of Chemical and Paper Engineering at Western Michigan University and the Graduate Faculty who supervise them. It does not contain information on the admission process for graduate studies, which may be found in the University Graduate Catalog.

The department offers the following graduate degrees:

- MS in Engineering (Chemical)
- MS in Engineering (Chemical – Accelerated)
- MS in Paper and Printing Science
- MS in Paper and Printing Science (Accelerated)
- PhD in Paper and Printing Science

Degree program descriptions that Graduate Students and Graduate Faculty need to be familiar with are found as Appendix A. For additional information, please use the pull down arrow to visit the University Graduate Catalog to learn more about each of these degree programs at:

<http://catalog.wmich.edu/index.php>

In addition, the College of Engineering and Applied Sciences offers a doctoral degree, with a concentration or track in “Engineering” or in “Applied Sciences.” Applicants interested in pursuing a doctoral degree in the area of chemical engineering or in interdisciplinary research should consider this option, as explained using the web link below:

http://catalog.wmich.edu/preview_program.php?catoid=27&poid=7727&returnto=1136

The material contained within this guide is intended to provide information about topics related to graduate education and research. Every effort has been made for this material to be consistent with University policy and materials published in the University Graduate Catalog. In the event that information contained herein conflicts with University policy, the policy as published in the University Graduate Catalog at the time a student initially enrolls in the graduate program will be followed.

2.0 Things Graduate Students Needs to Know When They First Enroll at WMU

University Computer Account and E-mail Address

If you have a University student identification number (WIN), the University will have sent you your userid and initial password for logging onto the University computer system.

Please use your University e-mail address when contacting faculty, and check it regularly for information that may be sent to you. Include a descriptive subject line, or your e-mail will probably get caught in a filter as SPAM.

Department Office Space

Graduate Student carrels for the department's Graduate Students are located in several areas in the A and B areas of Parkview Campus, on the first or second floor. All full-time enrolled Graduate Students are eligible to receive a carrel assignment. The department Office Coordinator works with the Program Advisors at the start of the Fall and Spring semesters to identify available carrel spaces to assign to new students, as space allows. Priority to receive a carrel assignment for new students is given to those who are working as a Teaching Assistant (TA). Please allow until the end of the third week of classes of the semester for assignments to be made.

Graduate Students are expected to keep their carrels in a reasonably organized fashion. Graduate Student carrel areas do not have custodians that will empty the waste baskets. Refuse must be placed in the large trash barrels available in the building hallways or student study areas. This is the same policy that is applied to faculty office areas. The department reserves the right to remove noxious materials from Graduate Student office areas without warning if the materials are negatively affecting other people. Cardboard boxes must be broken down and carried to the recycle bins in the main collection area. They are not to be left in the hallway for custodial pickup.

Mailboxes

Mailboxes for Graduate Students are in the main department office, room A217 Parkview. All Graduate Students will have an assigned mailbox space. Mailboxes are reviewed by the department's Office Coordinator at the start of each new semester to assign mailboxes for new students.

Copier and Fax Machine

A copier and fax machine are available for Graduate Student use in room A217 Parkview. Please ask the office staff for training or assistance. Making a large number of copies for a course where you have been assigned as a teaching assistant should be done in the College's Copy Center, found in room C242 Parkview. Please work with the faculty member supervising you as a teaching assistant for how to order copies to be made through the College's Copy Center.

University Keys and Swipe Card Access

Graduate Students who need room, laboratory, or building access in order to perform duties as a Teaching or Research Assistants (TA or RA) must complete an access permission form with the Office Coordinator in room A217 Parkview before keys will be issued or swipe access granted using your University ID card (Appendix B). This form also requires identification of the faculty member supervising the student's efforts.

Graduate Students must understand that it is a privilege to be granted keys or swipe access to University facilities. Abuse of facilities or failure to follow department safety policies can result in immediate revocation of access.

Graduate Students will not loan their University keys or ID card to another person who will use them. A Graduate Student loaning their University keys or ID card will have their access to University facilities revoked.

Students will return any University keys when requested to do so, as they are University property. Students who will not be on campus during the summer or the winter break between the Fall and Spring semesters will turn in all University keys to the department's Office Coordinator before they

leave campus. Keys will be returned to them when they return to campus to resume their graduate program activities.

Students who do not return keys when they are requested to do so will have a “hold” placed on their University student account. This will restrict a student’s ability to register for classes, and will prevent a student from graduating.

Chemicals, Research Samples, and Laboratory Equipment

At no time are chemicals or research samples or laboratory equipment to be stored or kept in a Graduate Student carrel. Laboratory materials and equipment belong in the appropriate laboratory where you are working. The department’s Laboratory Safety Policy is found as Appendix C.

Samples in a laboratory for either teaching or research purposes, at a minimum, will have the following items on a label attached to the container:

- Name of person who created the sample
- Name of chemical or sample name
- Chemical concentration, if applicable
- Date created

Materials that are not in a container (example: wood chips air drying on a lab bench) will have this same information on a piece of paper that is conspicuously placed near the material, and taped to the lab bench itself, or a shelf or wall area above the material..

Waste materials are to be disposed of in accordance with good laboratory practice. Consult with your faculty supervisor if you are unsure of what to do. Materials that are not labeled correctly can be removed at any time without warning and be disposed of by University personnel.

3.0 Required Training – TA and RA – Graduate College and International Program

New students who have accepted funding as a TA or RA are required to attend the University-wide Graduate Assistant (GA) training offered by the Graduate College.

International students who have accepted funding as a TA or RA are required to attend the International TA/GA training offered by the Center for English Language and Culture for International Students (CELCIS). Both of these programs occur during the week before the start of the Fall semester classes, and you will have been contacted by e-mail about your enrollment in these programs. If you do not complete this training, the department may cancel your funding as a TA or RA.

4.0 Required Training - Michigan “Right to Know” Law

Graduate Students working in a teaching or a research laboratory must complete the Michigan “Right to Know” training that is offered periodically by the University’s Office of Occupational Health and

Safety. This training includes how to safely handle and dispose of chemicals, University emergency procedures and reporting requirements, basic personal protective equipment usage, and other topics.

Students who do not complete this required training when requested to do so can have their funding as a TA or RA cancelled, and their access to University facilities revoked.

5.0 Graduate Courses in the ChP Department

Graduate courses in the department (those with a CHEG, GPS, or PAPR prefix) are offered on a rotational cycle over a period of two years. All required courses for the degree programs listed in Section 1.0 are offered at least once in each two-year cycle, as are most of the elective courses. Students need to enroll in and successfully complete required courses when they are offered in order to make continual progress towards completing their degree program.

The expected rotation of upcoming courses is found as Appendix D.

6.0 Important Calendar Dates for Everyone

Students receiving funding as a TA or RA for Fall 2018 are required to be on campus and actively engaged in work starting on Monday, August 13, 2018 through Friday, December 14, 2018.

Students who wish to be considered for TA or RA funding for the Spring 2019 semester must remember that the first day of work for Spring 2019 is Monday, January 7, 2019 starting at 8 AM, and you are required to be here. The end date for the Spring 2019 semester is 5 PM on April 25, 2019.

Students who wish to be considered for TA or RA funding for the Fall 2019 semester must remember that the first day of work for Fall 2019 is Monday, August 12, 2019, and you are required to be here.

University Academic Calendars: <http://www.wmich.edu/registrar/calendars/>

7.0 Process for Reviewing Graduate Student Performance

Graduate Students will be reviewed biannually by faculty supervising their efforts as a TA or RA and their program's Graduate Advisor to provide information for possible TA or RA funding. Graduate Students will be reviewed annually based on their educational and professional activities. Example forms used for the biannual and the annual Graduate Student reviews are found as Appendix E.

Graduate Student Review for Possible TA or RA Funding Support

All Graduate Students who are making progress towards completing their degree program are considered for any available funding as a TA or RA. There is no separate form or application to fill out to be considered. Students not making progress toward completing their degree program (also referred to as "progress to degree") are the last students to be considered for any possible funding. TA funds and a limited amount of RA funds come from the University, and are granted by the department.

The program's Graduate Advisor and the faculty supervising a graduate student receiving TA or RA funding will make a biannual review of a student's progress to degree and their performance as a TA

or RA. Progress to degree will be measured by timely completion of required University forms, as discussed in Section 8.0. A report will be given to all Graduate Faculty each semester about the progress of all Graduate Students enrolled in that program.

Criteria for awarding TA or RA funds that are provided by the University (in order of ranking importance):

1. Availability of funds
2. Departmental needs
3. Graduate Student Review Report and Progress to Degree
4. Background and expertise
5. GPA or GRE scores (applies for new students only)
6. Seniority in the ChP Graduate Program

Most RA funds come from external contracts that faculty members have received and that they are working on. Faculty with a funded research contract will make the final decision on who they will offer RA funds.

Forms that help document progress to degree are discussed in Section 8.0 and are included as Appendix F. Forms that can be filled in using a word processor can be found at:

<http://www.wmich.edu/grad/forms>

Timeline of Biannual Review for Possible TA or RA Funding Support

All students receiving TA or RA funding during Fall 2018 will be reviewed in writing by their faculty supervisor and the program's Graduate Advisor in November 2018. This input will be used to help determine offers of funding for the Spring 2019 semester. Offers for TA funding for Spring 2019 will be made in late 2018.

All students receiving funding during Spring 2019 will be reviewed in writing by their faculty supervisor and the program's Graduate Advisor in March 2019. This input will be used to help determine offers of funding for the Fall 2019 semester. Offers for TA funding for Fall 2019 will be made in late March 2019. An example form for this biannual review is found as Appendix E.

Annual Review of Graduate Students

Graduate Students will be reviewed annually based on their educational and professional activities. An example form used for the annual review is found in Appendix E. The annual review is intended to provide more in-depth feedback from Graduate Faculty to Graduate Students on their progress to degree and their future career goals. The annual review will be retained in the Graduate Student's department file for later review and to help the department document Graduate Student professional activities such as presentations, publications, proposal writing and awards, records of invention, and other such items.

8.0 Forms that Graduate Students and Graduate Faculty Must Know About

The description and use of forms (also see Appendix F) presented here is not intended to be all inclusive or exhaustive. Students and their faculty advisor are ultimately responsible for making sure a student is making “progress to degree.” Forms are turned in to the department as the first step in the approval review process. A “completed form” has been approved by the department, the College, and the Graduate College, as needed. Forms that can be filled in using a word processor can be found at:

<http://www.wmich.edu/grad/forms>

Form 1: Notification of Appointment to a Dissertation, Thesis or Specialist Project Committee

- Completed by all MS thesis research students no later than their second semester of enrollment.
- Form 1 is not used by MS students in the non-thesis option.
- Completed by students in the PhD in Paper and Printing Science program within 90 days of completing the Level I PhD Qualifying Exams.
- Completed by students in the PhD in Engineering and Applied Sciences degree program before they can take the Level I PhD Qualifying Exams. The dissertation research committee must be formed to administer the Level I exams before a student completes 15 credit hours of their doctoral degree program.

Form 2: Application for Permission to Elect

- Used by any student for their initial enrollment in specified courses such as 7000, 7250, and 7300.
- Students requesting to enroll in 7000 or 7300 must complete Form 1 at the same time, or complete Form 1 before they complete Form 2.
- An additional permission form is not needed for succeeding enrollments in 7000, 7250, and 7300.
- Once a student has enrolled in 7000 or 7300 credit hours, they must be continually enrolled in at least one credit hour of that course each Fall and Spring semester until they graduate.
- Used for each enrollment request in 7100 and 7120 courses.
- Form 2 is used by all MS and PhD research students, and MS non-thesis students if they are enrolling in Independent Research (7100) or Professional Field Experience (7120) as part of their graduate degree program.

Form 3: Graduate Student Permanent Program – Master’s Level

- To be completed by all MS research thesis students before the start of their second semester of enrollment, with input from their thesis research committee.
- To be completed by all MS non-thesis students before the start of their second semester of enrollment, with input from their program’s Graduate Advisor.

Form 4: Doctoral Program Study

- Completed by all doctoral students within sixth months of completing the Level I Qualifying Exams, with input from their dissertation research committee.

Form 5: Doctoral Dissertation, Thesis or Specialist Project Proposal Approval Form

- Used by all MS research thesis students to document completion of the oral defense of their thesis research proposal. This research proposal defense should occur by no later than the end of Week 6 of the third semester of enrollment, and at least 6 months before the final thesis defense.
- Used by all doctoral students to document completion of the Level II Qualifying Exam – Defense of an Original Research Proposal as defined in Section 9.0 (and its Appendix G) of this document. As stated in the materials of Section 9.0, the Level II Qualifying Exam must be successfully completed within 12 calendar months of the successful completion of the Level I Qualifying Exams.
- There should be at least 12 calendar months between when a doctoral student receives approval of their Level II Qualifying Exam and their final doctoral dissertation defense.

Form 6: Admission to Doctoral Candidacy

- To be filed with the Graduate College upon successful completion of the listed items. This includes the Level I Qualifying Exams, and all academic course work credit hours.

Form 7: Dissertation Defense Scheduling Form

- PhD students must apply for and receive permission from the Graduate College before their final doctoral dissertation defense is scheduled.
- MS students will schedule their final thesis defense through the department's Office Coordinator. A copy of the completed thesis must be deposited in the main department office for public review at least 10 business days before the final thesis defense.

Form 8: Thesis or Dissertation Approval

- Used by MS or PhD students after a successful oral defense of their thesis or dissertation. This form is part of the final copy of the thesis or dissertation that is submitted to the Graduate College for review.
- Depending on how many committee members served on the research committee, the forms are different and are found at:

<http://www.wmich.edu/grad/dissertation-approval>

Form 9: Underenrollment Permission Form for Graduate Appointees

- MS or PhD students who are being funded as a TA or RA
- AND they have completed all academic course work credit hours
- AND the student is entering their final Fall or Spring semester of working on research before graduation.
- Students can apply to enroll in less than 6 credit hours, and if approved, they will still be considered full-time Graduate Students even though they do not meet the minimum enrollment of 6 credit hours in order to receive funding as a TA or RA.
- An approved underenrollment form also allows a student's visa status to be counted as full-time enrollment.

9.0 Level I and Level II PhD Qualifying Exams

Information about the procedures and timelines for the Level I and Level II PhD Qualifying Exams is found as Appendix G. Doctoral students need to be familiar with this information, as it is part of their maintaining good standing in the department and demonstrating progress towards completing their degree program.

10.0 Graduate Program Dismissal Policy

Graduate Students who fail to make adequate progress towards their degree will be dismissed from the program. When reviewing the progress of Graduate Students, the program's Graduate Advisor and the Program Committee takes into account a number of factors. While the following criteria serve as guidelines, these are not to be considered the only requirements.

Guidelines of the Graduate College for academic standards include the following:

- Overall grade point average in the degree program must be at least 3.0.
- Whenever the GPA for a particular semester is less than 3.0, but the overall GPA is 3.0 or above, the student will be warned.
- If the overall GPA falls below 3.0, the student is placed on probation for one semester.
- If the student makes some improvement to the overall GPA, although still below the standard, the student can continue on probation for one additional enrollment period, at the department's discretion.

Probation is removed when a Graduate Student's GPA is at least 3.0.

If a student fails to increase the overall GPA while on probation, or fails to reach the standard GPA on a continuation of probation, he/she will be dismissed from the University. Dismissed students must apply for readmission, but they must remain out at least one full 15-week semester.

A student may appeal to the Program Committee or the department, and ultimately the Graduate College, using the process described in Section 11.0.

Additional departmental guidelines:

- Failure to make progress towards completing your degree program, as discussed previously, may result in dismissal from the graduate program.
- Failure to participate in the review process for two semesters is grounds for dismissal.
- Failure to complete the Level I and Level II PhD Qualifying Exams by the required deadlines, as explained by Section 9.0 (and its Appendix G) will result in dismissal from the graduate program.

An unsatisfactory evaluation in the review process will result in the student being placed on probation for one year. During that year, the student must remedy the issues outlined in the review and make obvious progress towards their degree. Probation will be removed if the next evaluation results in a satisfactory or satisfactory with reservations.

A second unsatisfactory evaluation in the review process is grounds for dismissal.

Students found responsible for academic misconduct may be dismissed at the discretion of their thesis/dissertation committee or the Program Committee, if no thesis/dissertation committee is formed.

11.0 Process for Graduate Students to Request an Exception or Appeal a Decision

Graduate Students who wish to have an exception on their behalf to graduate program timelines, guidelines or other items will make a written request to the program's Graduate Advisor. At a minimum, the written request will include:

- The student's name and degree program.
- The timeline, guideline, or other item the student wants consideration or review of for a possible exception.
- The reason(s) for requesting an exception.
- A possible remedy or outcome the student feels is acceptable as the exception.

The program's Graduate Advisor will review the written request with the appropriate Program Committee. The Program Committee will make a recommendation to the department chair and inform the student in writing of the recommendation. The student will meet with the department chair to discuss their need for an exception. The department chair will make a decision on the disposition of the request for an exception, and communicate in writing the decision and the reason(s) for the decision to the student and to the appropriate Program Committee. Appeals of the decision of the department chair may be made in writing to the Associate Dean of the College who oversees graduate programs and research activities. A Graduate Student may appeal a decision made at the College level to the Dean of the Graduate College.

Graduate Students who do not agree with advice or service provided by a program's Graduate Advisor will meet with the department chair to begin any needed appeal process, as described above.

12.0 Plagiarism and Academic Integrity

Please also see the memo dated June 15, 2007 (Appendix H) regarding the ChP departmental policy on the use of research data, and the use of research data in thesis or dissertation writing. It is the responsibility of each Graduate Student to make sure their work meets the standards for honesty and integrity in regards to your studies.

Graduate Students will also be familiar with:

“Students are responsible for making themselves aware of and understanding the University policies and procedures that pertain to Academic Honesty. These policies include cheating, fabrication, falsification and forgery, multiple submission, plagiarism, complicity and computer misuse. The academic policies addressing Student Rights and Responsibilities can be found in the Undergraduate Catalog at <http://catalog.wmich.edu/content.php?catoid=24&navoid=974> and the Graduate Catalog at <http://catalog.wmich.edu/content.php?catoid=25&navoid=1030>. If there is reason to believe you have been involved in academic dishonesty, you will be referred to the Office of Student Conduct. You will be given the opportunity to review the charge(s) and if you believe you are not responsible, you will have the opportunity for a hearing. You should consult with your instructor if you are uncertain about an issue of academic honesty prior to the submission of an assignment or test. In addition, students are encouraged to access the Code of Honor, as well as resources and general academic policies on such issues as diversity, religious observance, and student disabilities:

- Office of Student Conduct www.wmich.edu/conduct
- Division of Student Affairs www.wmich.edu/students/diversity
- Registrar’s Office www.wmich.edu/registrar and <http://www.wmich.edu/registrar/calendars/interfaith>
- Disability Services for Students www.wmich.edu/disabilityservices.”

13.0 Planning to Graduate? You Must Complete a Graduation Audit

You must apply for your Graduation Audit at least six months before your planned graduation date. To complete a Graduation Audit, an accurate and up-to-date Permanent Program of Study form must be on file with the Registrar’s Office. Please refer to the website below regarding the Graduation Audit process.

<http://www.wmich.edu/registrar/graduation/>

Deadlines for completing your thesis or dissertation are found at:

<http://www.wmich.edu/grad/dissertation-deadlines>

14.0 Graduate College Funding Opportunities

For Travel and Research Fund Grants, Fellowships, Scholarships, and other items, please visit:

<http://www.wmich.edu/grad/fellowships-grants>

These are funding opportunities offered by the WMU Graduate College. This includes information on the Graduate Student Research Fund and the Graduate Student Travel Fund.

15.0 Graduate College Awards Offered

Students in good standing in the department are eligible to be nominated by faculty for awards during each academic year. Students who are nominated will need to work with the faculty member that nominated them in order to complete and submit the award nomination materials.

- Graduate Research and Creative Scholar Award – Master’s Level (1 departmental recipient/year)
- Graduate Research and Creative Scholar Award – Doctoral Level (1 departmental recipient/year)
- All-University Graduate Research and Creative Scholar Award (1 departmental nominee/year)
- Graduate Teaching Effectiveness Award – Master’s Level (1 departmental recipient/year)
- Graduate Teaching Effectiveness Award – Doctoral Level (1 departmental recipient/year)
- All-University Graduate Teaching Effectiveness Award (1 departmental nominee/year)

These awards do not include monetary prizes, but they do look great as a part of your personal resume or vitae when you are looking for employment.

16.0 Responsibilities of a Program’s Graduate Advisor

The responsibilities or activities of a program’s Graduate Advisor include the following:

- Member of the academic area Program Committee, with full voting rights.
- Regularly reviews the University Graduate Catalog and is familiar with changes in University policies that impact graduate education and research.
- Attend meetings organized by the Graduate College for Graduate Advisors or Coordinators.
- Act as a point of contact for the Registrar’s Office or the Office of International Student Services about Graduate Students. This is a result of being listed in the University Graduate Catalog as a program’s Graduate Advisor.
- Facilitate review of Graduate Student admission applications in cooperation with other faculty.
- Organize and hold an orientation meeting with all Graduate Students in their program at least once per year, usually at the start of the Fall semester.
- Provide advice to Graduate Students on selecting courses that will help them complete their degree program.

- Provide assistance to Graduate Faculty and Graduate Students in completing University forms and other paper work needed to document a student's progress to degree. Review forms for correctness before they are submitted for departmental, College, or Graduate College review.
- Organize graduate program assessment activities in cooperation with other faculty.
- Provide the program Graduate Faculty with a written update on the progress to degree of students at least once each Fall and Spring semester.
- Work with the department's Office Coordinator as needed on office space, keys, or other logistics issues that involve Graduate Students.
- Distribute e-mail or other documents received from the Graduate College or other University offices to Graduate Students and Graduate Faculty for their review and possible action.
- Advise Graduate Students in a manner that best assists and supports Graduate Students to build their skills and interests in regards to their future career goals.
- Perform other duties that may be assigned by the department chair.

17.0 Responsibilities of a Member of the Department's Graduate Faculty

The responsibilities or activities of a member of a program's Graduate Faculty include the following:

- Determine if they are eligible to be a chair of a thesis or dissertation research committee by reviewing the Graduate Faculty Report at: <http://www.wmich.edu/grad/faculty-staff>
- Be familiar with the University Graduate Catalog to effectively advise students about University policies and program offerings.
- Be familiar with how to properly complete the forms and paper work required by the University in regards to a Graduate Student's progress to degree. Many of the required forms may be found at: <http://www.wmich.edu/grad/forms>
- Participate in a collegial and positive manner in the appropriate Program Committee within the department.
- Supervise and advise Graduate Students in a manner that best assists and supports Graduate Students to build their skills and interests in regards to their future career goals.

18.0 University Policies: Conflicts of Interest, Sexual Harassment, and Other Web Links for Your Review

Website links are provided in Section 18.0 for topics that graduate students have asked about in the recent past. This list is not all inclusive. You can do additional searches in GoWMU for topics where you would like to have additional information.

- **Office of the Vice President for Research**

General listing of Policies

<http://www.wmich.edu/research/policies>

Conflict of Interest Policy for Research Investigators
<http://www.wmich.edu/research/policies/conflict-interest>

Research Ethics Resources
<http://www.wmich.edu/research/compliance/ethicsresources>

Intellectual Property Management and Commercialization
<http://www.wmich.edu/research/intellectual>

- **Sexual Harassment**

If you believe that you have been sexually harassed, report it, in confidence, to the Office of Institutional Equity. The telephone number is 387-6316. The university takes seriously report of sexual harassment. Here is their mission statement:

The Office of Institutional Equity promotes an environment of equal opportunity, equity, access, and excellence for all members of the University community, and provides compliance oversight regarding applicable laws, regulations, and policies to ensure a welcoming, safe, civil, and inclusive environment.

- **Ombudsman Office**

If you have a conflict with a faculty or staff member, please contact:

Kathy Mitchell, Ombudsman
Eric McConnell, Assistant to the Ombudsman
(269) 387-0718, 2420 Faunce Student Services

A university ombudsman's role is to provide confidential advice and nonpartisan assistance in solving problems and resolving disputes. An ombudsman is independent of the university's formal administrative structure and cannot impose solutions, but can identify options and strategies for resolution. The four guiding principles of an ombudsman are confidentiality, independence, neutrality and informality.

- **WMU Human Resources**

Information on a Tobacco-free campus, Nepotism, Whistleblower policy, and other topics:

<http://www.wmich.edu/hr/manual-discipline>

19.0 Additional Information for Graduate Students

University graduate program forms	http://www.wmich.edu/grad/forms
WMU Graduate College	http://www.wmich.edu/grad/
Graduate Student Association	www.wmich.edu/gsac/
WMU Library	www.wmich.edu/library
Collective Bargaining Agreement for the Teaching Assistants Union (TAU)	
WMU Writing Center	http://www.wmich.edu/writingcenter
Academic Success Programs (mostly for Undergraduate Students, but some programs apply to Graduate Students)	http://www.wmich.edu/academicsuccess