

Over the past year, CU Denver's graduate education structure has shifted to a localized model that includes master's programs, doctoral programs, certificates, and non-degree courses. To help our students, faculty, and staff navigate this transition, we've created a list of resources specific to the CU Denver campus. Please note that future iterations of this Contact Sheet will be updated as needed.

Student Services		
AREA	CONTACT	CONTACT INFORMATION
<ul style="list-style-type: none"> <li>• Graduate Faculty Appointments &amp; Tracking (Regular &amp; Special)</li> <li>• Graduate Committee Composition (verify the committee members are graduate faculty)</li> <li>• Graduate New Student Orientation</li> <li>• Graduate Student Council (GSC)</li> <li>• Graduate Policies</li> <li>• Representation at Council of Graduate Schools</li> <li>• 3-Minute Talk Competitions</li> <li>• Post Docs</li> </ul>	Michael Kocet, AVC Graduate Education	Michael.Kocet@ucdenver.edu
Student Academic Grievances (after student has exhausted appeals process of college/school)	Michael Kocet, AVC Graduate Education, & Graduate Council Academic Conduct, Appeals, and Grievance Committee (CAGC)	Michael.Kocet@ucdenver.edu
Graduate Program Reviews	Beth Myers, AVC Academic Planning and Institutional Effectiveness & Michael Kocet, AVC Graduate Education	Beth.Myers@ucdenver.edu Michael.Kocet@ucdenver.edu
New Graduate Program Proposals	Beth Myers, AVC Academic Planning and Institutional Effectiveness & Michael Kocet, AVC Graduate Education	Beth.Myers@ucdenver.edu Michael.Kocet@ucdenver.edu
Graduate Scholarships	Christina Henningsen, Associate Director Scholarships	Christina.Henningsen@ucdenver.edu
Thesis/Dissertation Manuscript Formatting	Justin Bain, Writing Center Director	thesisdissertationsupport@ucdenver.edu
Forms & Procedures		
<i>Students can access forms with an asterisk on the Graduate Education website</i>		
AREA	STEPS	CONTACT INFORMATION
*Doctoral Comprehensive Examination (request for exam, exam outcome, score sheet)	Student completes form and sends it to committee chair for signatures → program director sends form to the registrar	GradRecords@ucdenver.edu
*Doctoral Final Examination (request for exam, exam defense, outcome/score sheet)		
*Exam Report Form	Student completes form and sends it to GSC chair and program director for signatures → program sends form to the registrar	GradRecords@ucdenver.edu
*Graduate Student Candidacy	Student completes and sends form to their advisor & program director for signature → program sends form to the registrar	GradRecords@ucdenver.edu
*Graduate Student Leave of Absence	Student completes and sends form to program director and then to the school/college dean or associate dean → dean/associate dean sends form to the registrar	GradRecords@ucdenver.edu
*Reinstatement to Program		
Academic Standing/ Probation	Student must get letter of documentation signed by program director and school/college dean or associate dean → program sends letter to the registrar	GradRecords@ucdenver.edu

Forms & Procedures Continued		
AREA	STEPS	CONTACT INFORMATION
*Requests for Time Extensions (Graduate Council policy)	Student completes form and sends to school/college dean or associate dean for approval, then to AVC Graduate Education → AVC Graduate Education sends form to the Registrar	Michael.Kocet@ucdenver.edu
*Approval for Transfer Credits and Course Validations	Student sends form to dean/associate dean for signature → dean/associate dean sends form to Registrar's Office	TATeam@ucdenver.edu
To access Graduate Education forms, please use this link: <a href="https://www.ucdenver.edu/graduate-programs/forms-resources">https://www.ucdenver.edu/graduate-programs/forms-resources</a>		
Recruitment & Marketing		
AREA	CONTACT	CONTACT INFORMATION
Graduate Student Recruitment	Kim McCabe, Director of Graduate Recruitment	Kim.McCabe@ucdenver.edu
Graduate Education Website & Marketing	Vivek Arora, AVC Marketing and Digital Strategy	Vivek.Arora@ucdenver.edu
International Graduate Student Recruitment	Clay Harmon, Director of International Enrollment Strategy and Admissions	Clayton.Harmon@ucdenver.edu
Admissions		
AREA	CONTACT	CONTACT INFORMATION
Applications	Graduate Admissions	GraduateAdmissions@ucdenver.edu
International Credential Evaluation & English Language Proficiency Support	International Admissions	intldocuments@ucdenver.edu
School/College-Specific Inquiries		
Prospective Graduate Applicants		
SCHOOL/COLLEGE	CONTACT INFORMATION	
Business School	bschool.admissions@ucdenver.edu   303.315.8211	
College of Arts & Media	caminfo@ucdenver.edu   303.315.7487	
College of Architecture and Planning	cap-admissions@ucdenver.edu   303.315.1000	
College of Engineering, Design and Computing	Prospective graduate applicants can contact their program-of-interest directly	
College of Liberal Arts and Sciences	clas.graduateadmissions@ucdenver.edu	
School of Education & Human Development	education@ucdenver.edu   303.315.6300	
School of Public Affairs	spa.admissions@ucdenver.edu   303.315.2228	
Graduate Applicants with In-Progress or Submitted Applications		
SCHOOL/COLLEGE	CONTACT INFORMATION	
Business School	bschool.admissions@ucdenver.edu   303.315.8211	
College of Arts & Media	caminfo@ucdenver.edu   303.315.7400	
College of Architecture and Planning	cap-admissions@ucdenver.edu   303.315.1000	
College of Engineering, Design and Computing	engineering@ucdenver.edu   303.315.2183	
College of Liberal Arts and Sciences	clas.graduateadmissions@ucdenver.edu	
School of Education & Human Development	SEHD.admissions@ucdenver.edu   303.315.6300	
School of Public Affairs	spa.admissions@ucdenver.edu   303.315.2228	
International Admissions	<a href="https://www.ucdenver.edu/international-admissions/apply-for-admission/graduate">https://www.ucdenver.edu/international-admissions/apply-for-admission/graduate</a>	