



Expanding Your Curricular Options

Special Registration Procedures for VIMS Graduate Students

Did you know? Our students can expand curricular options through enrollment in graduate courses at William & Mary and Old Dominion University. Take advantage of a wider variety of course offerings to fulfill program requirements.

SMS Policy, as of October 2022: Students are allowed to use non-SMS graduate level coursework taken internally through W&M or through cross-registration agreements with VIMS to fulfill up to 6 credits for the Master's degrees (MA, MS) and up to 9 credits for the PhD degree.

Enrolling in Courses at William & Mary

Students may enroll in a graduate course at William & Mary, outside of the Marine Science subject area, with the assistance of the SMS Graduate Registrar. Prior to registration, electronic approval must be received from the SMS faculty advisor(s), the W&M course instructor, and the Associate Dean for Academic Affairs. The SMS Graduate Registrar will move the W&M course(s) over to the graduate marine science level transcript and update DegreeWorks audit after registration.

Note: *Coursework that is not being used to meet Marine Science degree program requirements and overload coursework are not covered by an assistantship award unless you have the permission of the Associate Dean for Academic Affairs.*

Related Forms & Resources:

- [Add-Drop/Change in Registration Form](#)
- [Course Schedules - Search for Classes](#)
- [William & Mary Catalog - Find Course Descriptions](#)

Recent Course Examples:

- GIS 501: Fundamentals of GIS
- GIS 520: Adv. GIS Analysis & Programming
- MATH 552: Mathematical Statistics
- APSC 608: Math & Computational Methods II



Requesting Additional Transfer Credit & Course Exemptions

A student admitted to a degree program may apply up to 15 hours of graduate credit for graduate courses equivalent to the SMS core courses earned at another accredited institution. With the exception of MSCI 503, students may either petition for -- 1) an exemption from, or 2) receive transfer credit for -- any of the SMS core courses. Interested students should submit the required form(s) with supporting documentation to the SMS Graduate Registrar in mid-August, mid-December, or mid-May for inclusion at the next Academic Status and Degrees Committee meeting. The committee meets at the beginning of each semester to review requests.

Students may petition for up to six additional credit hours of graduate work not already applied toward another degree, but the total transfer credit cannot exceed 15 hours.

Note: *Prior undergraduate level coursework is only eligible for an exemption, not transfer credit.*

Related Forms & Resources:

- [Transfer Credit Request Form](#)
- [Course Exemption Form](#)
- [Policy in SMS Graduate Catalog](#)

Enrolling in Courses at Old Dominion University

The current cross-registration policy permits a limited number of graduate students who are enrolled in the School of Marine Science at William & Mary, with their advisors' and dean's approval, to take elective courses in the **College of Sciences and/or the Frank Batten College of Engineering and Technology at Old Dominion University** and vice versa. Core curriculum requirements for the particular degree program must be taken at the home institution with no substitutions from the partner institution permitted. The tuition and fees are determined and retained by the graduate student's home institution.

Cross-Registration Process for SMS Graduate Students: Students submit the cross-registration agreement with supporting documentation to the SMS Graduate Registrar. Approval from the ODU course instructor and SMS faculty advisor(s) is required. Once the course level is determined and final approval to enroll is granted by the Associate Dean for Academic Affairs, the SMS Graduate Registrar will create a "dummy" special topics course (MSCI 548 or MSCI 698) on the SMS course schedule for enrollment and transcript purposes. The tuition for the course is billed through VIMS. Upon approval, the SMS Registrar will send the cross-registration form to the ODU Cross-Registration Office so that students can be registered for the course at the host institution. At the end of the term, the ODU Cross-Registration Office sends the SMS Registrar the final grade(s) to be entered into Banner by the SMS Associate Dean for Academic Affairs.

Note: Students need to be aware of course start and end dates at ODU and adhere to the ODU and VIMS|W&M add/drop/withdraw deadlines in case any registration changes need to be made.



Related Forms & Resources:

- [ODU Cross-Registration Agreement](#)
- [ODU Course Schedule – Search for Classes](#)
- [ODU Catalog – Find Course Descriptions](#)
- [ODU Course Numbering System](#)
- [ODU College of Sciences](#)
- [ODU Frank Batten College of Engineering and Technology](#)

Recent Course Examples:

- GEOG 519: Spatial Analysis of Coastal Environments
- OEAS 506: MatLab
- OEAS 630 & 730: Dynamical Oceanography I & II
- OEAS 708: Simulation Techniques for Ocean Circulation



Still have questions?

Contact the SMS Graduate Registrar:

Jennifer Hay

registrar@vims.edu

804-684-7106