Graduate students who are in good standing in a degree program are eligible to take graduate courses at several graduate schools in Michigan with prior approval of their Home and potential Host Institutions. This program enables graduate students to take advantage of unique educational opportunities throughout the state. See the next page of this document for a list of participating institutions and MIGS liaison officers.

PROCEDURE

First, the student and her/his academic advisor identify course(s) at a participating university that are needed for the student’s program of study and are unavailable at her/his Home Institution. Next the student obtains a MIGS application from the MIGS liaison officer at the Home Institution. When signatures of the student’s academic advisor and MIGS liaison officer have been obtained, signifying that the student is qualified and eligible to take course(s) for transfer back to the program of study, the Home Institution MIGS liaison forwards the application to the Host Institution MIGS liaison for review and approval. The Host Institution MIGS liaison will ensure that the course(s) will be offered in the anticipated semester or term and that there is sufficient space available to allow for enrollment by a guest student. Once admission has been approved by the Host Institution, the MIGS liaison or Admission’s Office at the Host Institution issues admissions documents and provides registration instructions to the student.

After completing the course(s), the student is responsible for arranging to have an official transcript sent from the Host Institution to the Home Institution. The student should also contact the MIGS liaison at the Home Institution to indicate that a transcript is being sent for posting on the academic record per guidelines of the Home Institution.

ADDITIONAL INFORMATION

FEES AND FINANCIAL AID: Students on MIGS enrollment pay tuition and other fees normally charged by the Host Institution for the services rendered. Students on MIGS enrollment are not eligible for financial aid from the Host Institution.

RESIDENCY STATUS is the same as at the Home Institution.

CREDIT: All credit earned under a MIGS enrollment will be accepted by a student’s Home Institution as agreed and posted according to the transcripting practices of the Home Institution.

GRADES earned in MIGS courses may be applied toward the Home Institution grade point average or used for credit toward a graduate degree as allowed by the Home Institution’s policy.

PART-TIME: A student may combine a part-time enrollment at the Home Institution with a part-time enrollment at the Host Institution with prior approval of the student’s academic advisor (and SEVIS officer for international F-1 students). The Home Institution agrees to obtain the documentation necessary to combine the enrollments into a single enrollment status and to update the student’s enrollment time status with the National Student Loan Clearinghouse or other time status reporting agency as appropriate.

FELLOWSHIPS: MIGS participation does not necessarily impact fellowship commitments made by the Home Institution for a given period. Financial aid issues should be negotiated by the student and appropriate officials prior to participating in MIGS.

ENROLLMENTS are limited to the minimum number of credits required for full-time graduate status at the Home Institution.

TRANSCRIPTS: The student is responsible for arranging to have one transcript certifying completion of course work sent from the Host Institution to the Home Institution.

---

1 (The Home Institution is where the student is currently enrolled in a graduate degree program; the Host Institution is where the student wishes to be a guest.)
ANDREWS UNIVERSITY  
Christon Arthur - Associate Provost and Dean of Graduate Studies & Research  
4150 Administration Drive  
Berrien Springs, MI 49104  
(269) 471-3405 / (269) 471-6246 (Fax)  
christon@andrews.edu

AQUINAS COLLEGE  
Kathy Kremer - Dean of Curriculum  
1607 Robinson Road SE  
Grand Rapids, MI 49506  
(616) 632-2078 / (616) 732-4432 (Fax)  
kathy.kremer@aquinas.edu

CALVIN COLLEGE  
Cindi Hoekstra - Graduate Program Coordinator  
3201 Burton Street SE  
Grand Rapids, MI 49546  
(616) 526-6158 / (616) 526-6505 (Fax)  
choekstr@calvin.edu

CENTRAL MICHIGAN UNIVERSITY  
David Ash – Interim Vice President for Research and Dean of Graduate Studies  
251 Foust Hall  
Mt. Pleasant, MI 48859  
(989) 774-4723 / (989) 774-1859  
ash1de@cmich.edu

EASTERN MICHIGAN UNIVERSITY  
Donelle Goerlitz – Research Office Assoc.  
Graduate School, 200 Boone Hall  
Ypsilanti, MI 48197  
(734) 487-2726 / (734) 487-0050 (Fax)  
graduate_school@emich.edu

FERRIS STATE UNIVERSITY  
Jessica Lyons - Graduate Admin. Assistant  
1301 South State Street, IRC 119  
Big Rapids, MI 49307  
(231) 591-2650 / (231) 591-2673 (Fax)  
gradoffice@ferris.edu

GRAND VALLEY STATE UNIVERSITY  
Mark Luttenton – Associate Dean, Graduate School  
401 W Fulton Street 318C DEV  
Grand Rapids, MI 49504  
616-331-7105 (phone) 616-331-7317 (fax)  
gradschool@gvsu.edu

MADONNA UNIVERSITY  
Deborah Dunn – Dean of the Graduate School  
36600 Schoolcraft Road  
Livonia, MI 48150  
(734) 432-5457 / (734) 432-5862 (Fax)  
dunn@madonna.edu

MARYGROVE UNIVERSITY  
Gladys Smith  
8425 West McNichols Road  
Detroit, MI 48221-2599  
(313) 927-1259 / (313) 927-1262(Fax)  
gsmith8938@marygrove.edu

MICHIGAN STATE UNIVERSITY  
Aida Montalvo- Assistant to the Graduate School Dean  
Chittenden Hall  
466 W. Circle Drive, Room 214B  
East Lansing, MI 48824  
(517) 353-3063 / (517) 353-3355 (Fax)  
montalai@msu.edu

MICHIGAN TECHNOLOGICAL UNIVERSITY  
Nancy Byers-Sprague - Assistant to the Dean of the Graduate School  
1400 Townsend Drive  
Houghton, MI 49931  
(906) 487-2755 / (906) 487-2284 (Fax)  
nspr@mtu.edu

NORTHERN MICHIGAN UNIVERSITY  
Robert Winn – Interim Assistant Provost of Graduate Education & Research  
401 Cohodas Hall  
1401 Presque Isle Avenue  
Marquette, MI 49855  
(906) 227-2300 / (906) 227-2315 (Fax)  
graduate@nmu.edu
OAKLAND UNIVERSITY
Claire Rammel - Executive Director of Graduate Study and Lifelong Learning  
520 O'Dowd Hall  
Rochester, MI 48309  
(248) 370-3159 / (248) 370-3226 (Fax) 
rammel@oakland.edu

UNIVERSITY OF MICHIGAN - ANN ARBOR
Lee Eriksson – Administrative Specialist  
Suite 0120, 915 E. Washington Street  
Ann Arbor, MI 48109-1070  
(734) 647-4543 / (734) 647-7740 (Fax) 
lerikss@umich.edu

SACRED HEART MAJOR SEMINARY
SACRED HEART MAJOR SEMINARY  
David J. Twellman - Registrar and Director of Institutional Research  
2701 Chicago Blvd.  
Detroit, MI 48206  
(313) 883-8512 (phone) / (313) 883-8682 (fax) 
twellman.david@shms.edu

UNIVERSITY OF MICHIGAN – DEARBORN
Soraya Jeffries Patton – Associate Registrar  
4901 Evergreen Road, Room 1169 Univ. Center  
Dearborn, MI 48128  
(313) 593-4753 / (313) 593-5697 (Fax) 
sjeffrie@umich.edu

SAGINAW VALLEY STATE UNIVERSITY
Marc Peretz – Associate Provost for International and Advanced Studies  
7400 Bay Road  
University Center, MI 48170  
(989) 964-4387 / (989) 964-6066 (Fax) 
mhp@svsu.edu

UNIVERSITY OF MICHIGAN – FLINT
Brad Maki – Director of Graduate Admissions  
303 E. Kearsley Street  
Flint, MI 48502  
(810)762-3171 / (810) 766-6789 (Fax) 
bmaki@umich.edu

SIENA HEIGHTS UNIVERSITY
Linda Sandel Pettit – Dean of the Graduate College  
1247 E. Siena Heights Drive  
Adrian, MI 49221  
(517) 264-7714 (Fax) 
lpettit@sienaheights.edu

WAYNE STATE UNIVERSITY
Jameshia Granberry – Director, Graduate Admissions  
5057 Woodward Avenue, Suite 6000  
Detroit, MI 48202  
(313) 577-0131 (Fax) 
fv2608@wayne.edu

UNIVERSITY OF DETROIT MERCY
Diane Praet – Assoc. VP & Registrar  
4001 W. McNichols Road  
Detroit, MI 48221-3038  
(313) 993-3313 / (313) 993-3317 (Fax) 
praetdm@udmercy.edu

WESTERN MICHIGAN UNIVERSITY
Jennifer Holm – Coordinator, Thesis and Dissertation  
Kalamazoo, MI 49008  
(269) 387-8271 / (269) 387-8232 (Fax) 
jennifer.holm@wmich.edu
Michigan Intercollegiate Graduate Studies (MIGS) Program
APPLICATION FORM

(Please Print or Type)

STUDENT INFORMATION:

Name of Student (Last, first, middle) ________________________________
Birth Date (mm/dd/yy) _____________________________
Last 4 Digits of Social Security No. (required)

Student’s mailing address at Home Institution (city, state, zip code) ________________________________
Telephone No. _____________________________
Student ID # @ Home Institution _____________________________

[ ] Male    [ ] Female

Student’s email address ________________________________

[ ] U.S. Citizen [ ] Non-U.S. Citizen ________________________________
Country of Citizenship and Birth (If different)

[ ] Permanent U.S. Resident, Registration No. ________________________________

Residency status at Home Institution:
[ ] Michigan    [ ] Non-Michigan

Current Degree Sought:
[ ] BA/BS: Institution Degree Date
[ ] Master’s
[ ] Specialist
[ ] Doctorate

MIGS PROGRAM REQUEST:

From:____________________________________________________
Home Institution
Student’s Field at Home Institution ________________________________

To:____________________________________________________
Host Institution
Student’s Field at Host Institution ________________________________

Faculty Contact at Host Institution Telephone No.

Effective:
[ ] Fall    [ ] Spring
[ ] Winter    [ ] Summer
[ ] Spring/Summer

(____year)

Course(s) to be taken at Host Institution:

<table>
<thead>
<tr>
<th>Title of Course</th>
<th>Dept/Course Number</th>
<th>Credits: [ ] Quarter / [ ] Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Have you previously participated in the MIGS Program? [ ] No    [ ] Yes    If yes, date: _________________________

Have you ever previously enrolled in the Host Institution? [ ] No    [ ] Yes    If yes, date: _________________________

I agree to observe all the rules and regulations of the Host Institution and the MIGS program, __________________________________________________________

Signature of Student _____________________________ Date _____________

APPROVALS:
The above named student is in good standing and is approved by the Home Institution for enrollment at the Host Institution in the above course(s) for the semester or term beginning ____________20__ and ending ____________20__. The residency status as claimed above is correct.

Approval by the Home Institution:________________________________________________________
Academic Advisor _____________________________ Date _____________

MIGS Liaison at Home Institution _____________________________ Date _____________

Registrar (where applicable)* _____________________________ Date _____________

Approval by the Host Institution:________________________________________________________
Faculty Contact or Department Chair at Host Institution _____________________________ Date _____________

MIGS Liaison Officer at the Host Institution _____________________________ Date _____________

*The MIGS Liaison Officer at the Home Institution shall decide whether the signature of the Registrar is required.