Registering and Completing ESTU 498 or ESCI 498 Credits
498a Senior Thesis, 498b Internship, 498c Senior Project, 498d Foreign Study

REQUEST FACULTY MEMBER TO OVERSEE 498 CREDITS
The CRNs for ESCI 498 or ESTU 498 credits are linked to Huxley faculty members. Thus students need to speak with the faculty member about their plan to register for these field experience credits. Students in Environmental Science register for ESCI 498 and all other students register for ESTU 498.

Registration for 498 credits requires an override, which can be given by the faculty member or, with faculty member approval, by the Department Secretaries or the Undergraduate Adviser.

CRNS FOR ESCI/ESTU 498
See Classfinder for the CRNs for ESCI/ESTU 498b Internship credits listed by faculty member. Obtain CRNs for thesis (498a), project (498c), or foreign study (498d) by contacting the Undergraduate Advisor or the Department Secretary.

VARIABLE CREDIT REGISTRATION ON WEB
Web registration for ESTU/ESCI 498 credits is tricky. Initially you can only register for one credit. Return to the registration menu after registering. Then go to Change Variable Credits to change the 1 credit to the number of credits desired. (Instructions for Changing Variable Credits are included on the Add/Drop page for registering.)

RESOLVING K GRADES
To graduate, you must receive a passing grade for any credits listed on your major evaluation. (For Internship or Foreign Study, students must receive an S for S/U grading. For Senior Project or Thesis, students must receive an A through C- grade for A/F grading). The K grades remain on your transcript. Once the S/U or A-F grade is submitted, it will show on your transcript as KS, KU, KA-KF.

Incomplete grades not completed and graded after a year from the quarter of registration automatically become a U (Unsatisfactory) or a Z (equivalent to an F). Incompletes can impact financial aid standing. (See http://www.finaid.wwu.edu/finaid/info/progress_policy.php#mcr).

REPORT SUBMISSION
Always consult with the faculty advisor **in advance** about how much time he/she will need to read and grade the report by the end of the graduation quarter. The most difficult time to get a grade on a report is for summer quarter graduation because faculty are generally not available during this time. Spring graduation is a close second in difficulty because many faculty leave campus for extended periods after their last final.

Students with incomplete K grades on 498 credits should provide a list of quarters with K grades to the faculty advisor with the submitted report. This will remind the faculty to submit grades for all outstanding incompletes. Information to provide: Student Name, Student Number, Name of Course (i.e., ESCI 498b), Quarter(s) of K grade, Number of credits of K grade per quarter.