

2019-2020 Graduate Catalog

Office of the Graduate School

The **Office of the Graduate School**, Academic Services Building, 601 West Schuster, Room 223, serves UTEP graduate students and responds to graduate-student needs and issues. We encourage students to visit the office and meet the professionals who assist with degree or personal programs. Our office hours are 8:00 a.m. to 5:00 p.m. daily; our telephone number is 915.747.5491. We are pleased to respond to e-mail and can be contacted at GradSchool@utep.edu, or via www.utep.edu/graduate (<http://www.utep.edu/graduate/>).

Among the many and varied areas of responsibility within the Office of the Graduate School are

- Graduate admissions
- Graduate recruitment
- Graduate orientation
- Maintenance of academic files of graduate students
- Preliminary and Final Degree Plans
- Academic status communication
- Graduate assistantships
- Application for graduation

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Financial Aid	915.747.5204
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