



SPARTANS

SAN JOSÉ STATE UNIVERSITY

Maintaining Continuous Enrollment Through
1290R: Guidelines and Registration
College of Graduate Studies

What is 1290R?

- 1290R is a required 1-unit Special Session course
 - Designated as UNVS 1290R or a department 1290R course such as BIOL 1290R, ART 1290R, or INFO 1290R
- 1290R has a fee \$303
- 1290R is CR/NC only
 - Automatic registration in this course will enable a CR
 - There is **no curriculum** associated with this course (no assignments or attendance required for this course)
 - The College of Graduate Studies administers all 1290R courses
- 1290R is required of students who have completed all of their coursework **except** for their culminating experience to maintain **continuous enrollment**

Why is 1290R Required?

- University policy S17-5 requires that all graduate students maintain continuous enrollment
 - Enrollment in 1290R allows students access to university resources such as the library and/or faculty advising. Students still performing active research for thesis or projects should be enrolling in a faculty supervised course.
 - It is a university requirement that students are officially enrolled for fall and spring semesters.
 - The \$303 special session course fee is much cheaper than requiring registration of a course at regular session tuition costs.

Who is Eligible for 1290R?

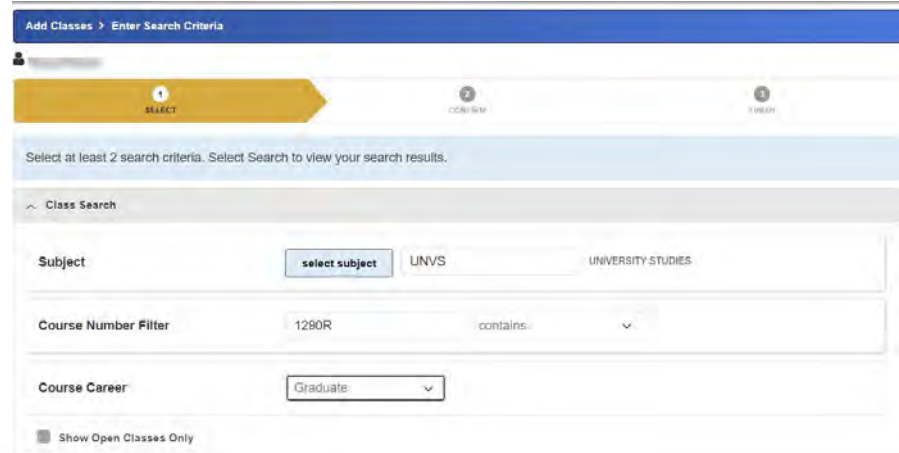
- Graduate Student
- “RP” grade issued in Spring 2012 or thereafter in a thesis/project course or applied to graduate in current semester or following two semesters.
- Students who have completed all their coursework except for their culminating experience (i.e. thesis, project, or comprehensive exam).
- Students who are not enrolled in any courses for the current term.

1290R Process and Notification

- The Office of the Registrar reviews 1290R eligibility criteria each fall and spring semester.
- 1290R appointments are assigned and messaged to eligible students two weeks before the first day of the fall and spring semesters.
- Students should check their MySJSU Student Center to confirm a 1290R appointment and enroll.
- **Important Notes:**
 - Those students who have a past graduation date even if eligible will not receive an appointment. Graduation dates must be updated to the current or subsequent semesters.
 - Those students taking comprehensive exams sometimes are not captured by the Registrar's Office. Contact Jeff Honda (jeffrey.honda@sjsu.edu) for more information.

How Do I Enroll in 1290R?

- Enroll in 1290R just as you would with any other course in [Student Center](#). Search for your 1290R course by adding:
 - 1) Subject: leave blank
 - 2) Course number: enter 1290R
 - 3) Course Career: select Graduate
- It is up to you if you wish to enroll in either the department 1290R or UNVS 1290R. They serve the same purpose in maintaining continuous enrollment.



The screenshot shows a web interface for searching classes. At the top, a blue header bar contains the text "Add Classes > Enter Search Criteria". Below this, a navigation bar has three steps: "1 SELECT" (highlighted in orange), "2 COURSE", and "3 ENROLL". A light blue instruction bar states: "Select at least 2 search criteria. Select Search to view your search results." The main section is titled "Class Search" and contains three input fields: "Subject" with a "select subject" button and "UNVS" text; "Course Number Filter" with "1290R" and a "contains" dropdown; and "Course Career" with a "Graduate" dropdown. At the bottom, there is a checkbox labeled "Show Open Classes Only".

1290R Registration Requirement: International Students

- Federal regulations require international students in F-1 visa status to be fully enrolled in classes within the first 30 days of the start of the semester.
- Because 1290R enrollment assignments are not provided until the day following the add deadline, it is imperative that international students check for their appointment that day in their MySJSU Student Center and promptly add the course. Eligible students who do not have an appointment should immediately contact Jeff Honda (jeffrey.honda@sjsu.edu) to assure that an appointment is made in a timely fashion.
- International students who fail to add 1290R within the first 30 days of the start of the semester will be out of compliance. Student F-1 status will be terminated which will result in the student's immediate U.S. departure.

1290R Deadlines

- Students (non-international) have until the last day of classes of the current semester to register for 1290R
- Students who do not register for the course by the last day of class will have to retroactively add the course via Request for Retroactive Enrollment in 1290R [petition](#)
- Any semester(s) requiring 1290R enrollment that has this course missing if discovered during a student's graduation audit will also require retroactively adding 1290R and paying the \$303 course fee for each semester.

More Information?

- For more information regarding 1290R please review the following comprehensive information
 - [University Policy S17-5](#)
 - [Catalog information](#) including a detailed [1290R process](#)
- You may also contact the following:
 - College of Graduate Studies
 - Jeff Honda: jeffrey.honda@SJSU.edu
 - Amy Leisenring: amy.Leisenring@sjsu.edu
 - International Student Scholar Services
 - Parinaz Zartoshty: parinaz.zartoshty@sjsu.edu