

June 5, 2018

**PRASANT MOHAPATRA, VICE-PROVOST AND DEAN**  
Office of Graduate Studies

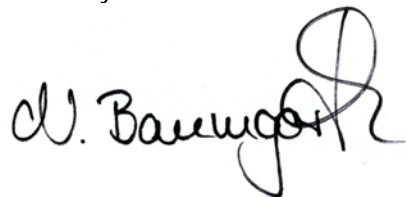
**RE:** Policy on Graduate Student Course Requirements – English as Second Language

The Graduate Council (GC) met on May 25, 2018 and considered the proposed Policy on Graduate Student Course Requirements – English as Second Language. GC affirms the attached policy its view that all graduate students attending UC Davis should be able to communicate both orally and in writing in English. Therefore, all ESL-graduate students, unless they fall within categories outlined in the attached policy, must be taking coursework to remedy any deficiencies they may have. The policy was approved by unanimous vote and should be posted to the Office of Graduate Studies webpage: <https://grad.ucdavis.edu/policies>.

Oversight of this policy rests with the Graduate Group or Graduate Program Graduate Advisors, as students may not be able to sit their Qualifying Examination, until these course requirements are met.

We request that the Office of Graduate Studies makes this information available to all Graduate Program/Group Chairs and Graduate Advisors via e-mail.

Sincerely,

A handwritten signature in black ink, appearing to read "N. Baumgarth", with a large, stylized flourish at the end.

Nicole Baumgarth, Chair  
Graduate Council

Enclosure

Cc: Amanda Kimball, Project Analyst, Office of Graduate Studies  
Dana Ferris, Professor, University Writing Program, Associate Director for ESL

## UC DAVIS GRADUATE COUNCIL POLICY

GC-2018 - 02

### Graduate Student Course Requirements – English as Second Language

Approved – May 25, 2018

The ability to understand spoken and written English and to communicate orally and in writing in English is an expected skill set to be mastered by all graduate students enrolled at UC Davis as soon as possible. With this policy Graduate Council wishes to affirm the long-held practice at UC Davis that all graduate students are required to enroll in an English language course ("ESL course" UWP225 or UWP226 or equivalent) during their first academic year, unless they meet any of the following conditions:

1. The student has an undergraduate or graduate degree from an approved English-medium institution, as confirmed by the UC Davis Office of Graduate Studies;
2. or the student has a TOEFL (iBT) score of 105 or higher or IELTS score of 7.5 or higher;
3. or the student scored 24 or higher on the TOEFL (iBT) writing and 23 or higher on the TOEFL (iBT) speaking portion of the test.

All Graduate Programs at UC Davis are required to assess their incoming students, based on the above criteria, for their need to take ESL courses and to ensure identified students enroll in the above-listed English language courses in their first year.

Students who fall into the ESL category may not sit their Qualifying Examination until these course requirements are fulfilled. By signing the Qualifying Examination Request form Graduate Advisers attest that students required to take ESL courses have done so with a passing grade.

Graduate Programs are encouraged to add the ESL course requirements to their Degree Requirements documents. New or amended degree requirements submitted to Graduate Council must refer to this policy.