

Graduate School, University of Minnesota
Application For Full-time Status With One-Credit Registration

Graduate School students who meet Advanced Master's or Advanced Doctoral Student Status (see reverse side for more information on Advanced Status requirements) may request permission to enroll for a specific one-credit registration (xxxx-8333 Master's; xxxx-8444 Doctoral) that certifies them as full-time students.

Once the form is completed by the student, it must be signed by the student's adviser and Director of Graduate Studies. The form must be completed each term the student wishes to register for 8333 or 8444. The completed forms should be kept on file in the student's graduate program office.

To be completed by the student

Circle the term for which this request applies: Fall Spring Summer Year_____

Name_____
 (please print) Last First Middle

ID#_____ Major Program_____

Address_____
 Street City State Zip

Phone_____ E-mail_____

Check the status which applies:

____Advanced Master's: My Request for Advanced Master's Tracking Flag Form has been signed by the Graduate School and is on file in my graduate program's office.

____Advanced Doctoral: I have completed my preliminary oral examination and the equivalent of 24 semester credits of xxxx-8888 (doctoral thesis credits).

In addition to meeting the above requirement, I affirm that I will be working full time on my graduate research and/or writing my thesis during the term for which this one-credit, full-time status registration is requested.

Signature of student Date

To be completed by the adviser

As the academic adviser, I affirm that the student is eligible and intends to work full time on their graduate research and/or writing of their thesis during the term for which this one-credit, full-time status registration is requested.

Signature of Adviser Date

Adviser's name (please print)_____

To be completed by the Director of Graduate Studies

As the Director of Graduate Studies, I have reviewed and confirm the above information and approve the request.

Signature of Director of Graduate Studies Date

DGSs name (please print)_____

Instructions

Master's students

Before applying for xxxx-8333 (full-time status with one-credit registration), students must establish Advanced Master's Status.

Students become eligible for Advanced Master's Status the term after they meet the following requirements:

- a) An approved master's Degree Program Form is on file with the Graduate School.
- b) All coursework included on the Degree Program Form is complete, with grades posted to the transcript.
- c) If Plan A, the master's thesis credit requirement (10 semester credits of xxxx-8777) has been met.
- d) The Request for Advanced Master's Tracking Flag form has been completed by the DGS and submitted to the Graduate Student Services and Progress Office (GSSP;316 Johnston Hall) by the following deadlines: July 15 for the following fall term; October 15 for the following spring term; and April 15 for the following summer term.
- e) The GSSP office confirms a-d and enters the appropriate student-group designation to the student's record.
- f) This Application for Full-time Status with One-Credit Registration form is completed and filed with the student's graduate program office
- g) Student registers for xxxx-8333 before the end of the registration period. Registration is open through the second week of each term. Note that if the student is registering during the second week of the term s/he must contact the GSSP office for an additional registration permission code.

Master's students must file the Application for Full-time Status With One-Credit Registration form with their graduate program office each term they wish to register for xxxx-8333.

Doctoral students

Before applying for xxxx-8444 (full-time status with one-credit registration), students must establish Advanced Doctoral Status.

Students become eligible for Advanced Doctoral Status the term after they meet the following requirements:

- a) The preliminary written and oral examination has been passed.
- b) All coursework included on the Degree Program Form is complete, with grades posted to the transcript.
- c) The doctoral thesis credit requirement (24 semester credits of xxxx-8888) has been met.
- d) The appropriate student-group designation appears on the student's record.
- e) This Application for Full-time Status with One-Credit Registration form is completed and filed with the student's graduate program office.
- f) Student registers for xxxx-8444 before the end of the registration period. Registration is open through the second week of each term. Note that if the student is registering during the second week of the term s/he must contact the GSSP office for an additional registration permission code.

Doctoral students must file the Application for Full-time Status With One-Credit Registration form with their graduate program office each term they wish to register for xxxx-8444.