



Graduate Studies
 105 FPH, Provo, UT, 84602
 Tel: (801) 422-4091
 Web: <http://graduatestudies.byu.edu>
 Email: gradstudies@byu.edu

Petition for Graduate Full-time Status

ADV Form 2a

IMAGING: GRSF/T
 Admit Year/Term:

Eligibility

This petition should be used only if you are registered for fewer than 8.5 hours per semester or 4.5 hours per term and you need the university to verify that you are a full-time student. You do not need to petition for verification to retain campus privileges afforded full-time students, such as I.D. cards, on-campus employment, parking permits, insurance, on-campus housing, library privileges, use of physical education facilities, etc. (Campus privileges are available to all graduate students who are registered for at least 2 hours of credit per semester or 1 hour per term.)

You may be eligible for verification of full-time graduate student status if you:

- Have completed all required course work for your degree and are working on your dissertation, thesis, project, or internship
- Are contributing 40 or more hours per week in pursuit of your degree and are showing satisfactory progress
- Are enrolled in at least 2 approved credit hours per semester (or at least 1 approved credit hour for a Spring or Summer term)

You are **NOT** eligible for graduate full-time status if you:

- Are newly admitted (unless your department limits your enrollment*)
- Do not have an approved committee and program of study
- Are requesting verification for future semesters for which registration is not yet possible
- Are an international student on an F-1 or J-1 visa and do not have the approval of the International Services Office
- Are employed full-time

*If your department has limited your enrollment to less than full-time status (but not less than six credit hours) because of a required TA/RA assignment, you may also be eligible for verification as a full-time graduate student.

Please note: If you need verification of full-time status for a student loan, contact the Records Office (B-150 ASB, 422-2631).

Student Information

Name				BYU ID number	
Current Mailing Address				Graduate Department	
City	State or Province	Postal Code	Country	Graduate Program	Graduate Degree
Telephone Number	E-mail Address			Semester/Term and Year Admitted: <input type="checkbox"/> Fall <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer _____ Year	
Country of Citizenship	US Permanent Resident # (If applicable)			Semester/Term and Year of Verification: <input type="checkbox"/> Fall <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer _____ Year	

Department Verification

We certify that the above named student is engaged full-time (**40 or more hours per week**) in pursuit of his or her degree for the semester/term requested above and is showing satisfactory progress towards degree completion.

Printed Name of Graduate Committee Chair	Signature of Graduate Committee Chair	Date
Printed Name of Graduate Coordinator or Department Chair	Signature of Graduate Coordinator or Dept. Chair	Date

"I authorize BYU Graduate Studies staff to send me details regarding the outcome of my petition to my current email address listed in the university student information system. This may include any information from my records that apply to this decision."

Student's signature _____ Date _____

Office Use Only

ADV08
 REG05
 GS03
 Email to Student
 REC01
 OP
 _____ Initials

Initials	Date Processed	Enrollment Hours	Notes
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