

**The Graduate School, University of Minnesota**  
**Application for ADVANCED DOCTORAL STATUS**  
(Full-time status with one-credit registration)

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Graduate School students who meet 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 8444) that certifies students as full-time.

This application is submitted directly to the student's department for approval by the Director of Graduate Studies (DGS). This form must be completed **each term** the student wishes to register for the full-time equivalent (FTE) benefit. The student's academic adviser must review the request each term to determine satisfactory academic progress. This form is kept on file in the department office.

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**To be completed by the student**

Name \_\_\_\_\_ ID# \_\_\_\_\_  
(Please print) Last First Middle

Major Program \_\_\_\_\_ UMN Email \_\_\_\_\_

- All Degree Program coursework is complete and grades are posted to the transcript
- I have successfully completed my preliminary oral examination
- I have completed the 24 semester credits of xxxx 8888 (doctoral thesis credits) or its equivalent

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

**Term and year requested**

Fall   
Spring   
Summer  20\_\_\_\_\_

\_\_\_\_\_  
**Signature of student** **Date**

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**To be completed by the adviser and the Director of Graduate Studies**

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

\_\_\_\_\_  
Adviser's name (please print) Adviser's signature Date

\_\_\_\_\_  
DGS' name (please print) DGS' signature Date

## **Instructions for filing the Application for ADVANCED DOCTORAL STATUS**

(Full-time status with one-credit registration)

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.

Before applying for 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) Successfully complete the preliminary written examination.
- b) Successfully complete the preliminary oral examination; signed examination form on file with The Graduate Student Services and Progress (GSSP) Office.
- c) Complete all coursework included on the Degree Program Form, with grades posted to the transcript.
- d) Registered for 24 doctoral thesis credits.
- e) The appropriate student-group designation appears on the student's record (entered by the GSSP office; verified by the program office—see student group in PeopleSoft for 08AD student group).
- f) Complete this Application for Advanced Doctoral Status and filed the application with the student's graduate program/department office.

Once approved and notified, the student registers for xxxx 8444 **before** the end of the registration period. (Registration is open through the second week of each term. Late fees are assessed on the first day of the term.)

### **PLEASE NOTE CAREFULLY:**

1) Students should register for the 1 credit of xxxx 8444 **only**. Generally assistantships pay for only the 1 credit advanced status registration; students are then personally responsible for costs of additional registrations, including audited courses, in the term in which they register for the FTE option.

2) If the student is registering during the second week of the term s/he must contact the GSSP office (612-625-0168 or 333 Bruininks Hall) for an additional registration permission code.

**3) UNDER NO CONDITIONS ARE DEPARTMENTS PERMITTED TO GIVE PERMISSION NUMBERS FOR THIS REGISTRATION STATUS.**