



The International Center
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**CONTINUATION APPROVAL FORM DISSERTATION/
 THESIS INTERNATIONAL-GRADUATE STUDENTS**

When a student has completed all credits required for graduation including required face to face course credits (including the registration of **1 to 9 credits of Master's Research and Thesis ENGR 01.599*** or **1 to 12 credits of Doctoral Research and Dissertation ENGR 01.799*** *except* the submission of the thesis or dissertation, the student must maintain matriculation in the degree program during the Fall and Spring semesters by registering for either: **Master's Thesis Continuation (One-credit ENGR 01.598*)** or **Doctoral Dissertation Continuation (One-credit ENGR 01.798*)**.

Registration in the appropriate One-credit Continuation courses listed above shall be used to maintain active and full time status. This form is to be used to request authorization for these courses. The department must submit this form to the Departmental Graduate Chair and the International Center. Students are responsible for tuition and fees.

A. Student Information

Student Name: Banner ID:
 Email: Phone:
 Major: Current End Date of I-20:

B. Request for Sustaining Full Time Enrollment

I certify that:

- I have completed the dissertation / thesis credits required for my degree, but I am still working on the dissertation / thesis.
- I am aware that the minimum number of study hours per week that this status requires is 20, and I will work on my thesis/dissertation that number of hours. If I become unable to study that number of hours, I will notify my department so that my status can be changed appropriately.

Student Signature: Date:

C. Department/Adviser Approval

I certify that:

- I will monitor the hours that this student is completing towards the enrollment status being assigned to them.
- The progress of dissertation/ thesis is satisfactory

Advisor's Comments & Recommendations: (Please briefly describe activities planned for thesis work during the above mentioned semester):

Advisor's Name: Advisor's Signature:
 Phone Number: Date :

Application for Graduate Thesis/Dissertation Continuation (ENGR 01598/ENGR 01798)

Part I. (To be completed by Applicant)

Designate academic terms for which continuation is sought:

Fall 20

Spring 20

Summer 20

Renewal of research continuation beyond 1 year requires a new application.

Part II. (To be completed by Department Graduate Program Chair)

- Applicant is a Graduate Student in good Academic Standing, and making satisfactory Academic Progress in her/his program of study.

YES

NO

- If enrolled in a Master's program, Applicant has completed 9 credits of ENGR 01599 (Master's Thesis and Research). If enrolled in a Doctoral program, Applicant has completed the equivalent of 21 credits of graduate level thesis/dissertation research (e.g., 9 credits of ENGR 01599 plus 12 credits of ENGR 01799 (Doctoral Dissertation and Research), or 21 credits of ENGR 01799).

YES

NO

- Applicant has Departmental approval to continue Thesis/Dissertation research.

YES

NO

Part III.

Applicant Approval _____
Name (Print) Signature Date

Research Advisor Approval _____
Name (Print) Signature Date

Graduate Chair Approval _____
Name (Print) Signature Date

Department Head Approval _____
Name (Print) Signature Date

HMRCoE Budget Office Approval _____
Name (Print) Signature Date

HMRCoE Dean's Office Approval _____
Name (Print) Signature Date