



# MARQUETTE UNIVERSITY GRADUATE SCHOOL

## GRADUATE ASSISTANTSHIP / FELLOWSHIP

### CONTINUATION APPROVAL FORM

This form is to be used to request authorization for the course indicated in Section II. Graduate fellows/assistants are required to be full-time students (enrolled in 7+ credits). If you are full-time without this course, you should not complete this form or register for this course. However, if you are taking 6 or fewer credits, then you should complete this form in order to achieve full-time status. These courses are zero-credit but they carry full-time status. A course fee of \$100 will be charged. The department must submit this form to the Graduate School after signing their approval. The Graduate School will register the student for the course. As of the Spring 2016 term permission numbers should no longer be provided for continuation courses. **This form is due in the Graduate School no later than the last day of registration for Session 1 in the requested term of enrollment.** If you need assistance completing this form, please contact the Graduate School at 414.288.7137.

#### I. Student Information

Name:  MUID:

Department:  Degree:

Registration is requested for:  Fall  Spring  Summer Year:  2016  2017  2018  2019

Citizenship status:  U.S. Citizen  Permanent Resident  Visa Status:

Once my department has approved this course, I give them permission to submit this form to the Graduate School so that the Graduate School may enroll me as indicated above. I have reviewed and am aware of the billing policies of Marquette University ([http://www.marquette.edu/mucentral/bursar/billing\\_index.shtml](http://www.marquette.edu/mucentral/bursar/billing_index.shtml)).

Student Signature:  Date:

#### II. Request for Graduate Fellowship / Assistantship Teaching / Graduate Assistantship Research:

For the term indicated above, I have received a:  Fellowship (9974)  Teaching Assistantship (9975)  Research Assistantship (9976)

I will be taking the following courses:

Subject and Course #:  Number of Credits:

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In most cases, recipients of graduate fellowships and assistantships will be taking 6 credits of actual course work in addition to the 9974, 9975, or 9976 course. If you are not taking 6 credits of course work, please indicate the reason by checking one of the following boxes:

I need less than 6 credits to graduate

The appropriate courses are not offered this term

Other:

#### III. Departmental Approval

I certify that:

- I will monitor the hours that this student is completing towards the enrollment status being assigned to them;
- Should the status change, I will notify the Graduate School immediately;
- I will submit this form directly to the Graduate School, who will enroll the student.

Adviser Signature:  Date:

Dept. Chair or DGS Signature:  Date:  Section Number:

Grad School Dean's Signature:  Date:

PLEASE FORWARD COMPLETED FORM TO THE GRADUATE SCHOOL

Revised 10/15