

LEHIGH UNIVERSITY GRADUATE STUDENT REQUEST FOR FULL-TIME CERTIFICATION

Full-time student status plays a crucial role in determining eligibility for loans, for setting loan-repayment schedules, and for determining various legal qualifications. Lehigh is, therefore, required to confirm that students meet all requirements for full-time status. This form is designed for such confirmation.

Graduate students who register for a minimum of nine (9) credit hours each semester or three (3) credit hours in each summer session automatically qualify for full-time status, **unless they are disqualified by employment** (see below).

Employment Status

Are you employed 75% of the time or more by any single business or institution (including Lehigh)?
(Please check one box below.)

No.
[Continue below.]

Yes.
[Stop! You do **not** qualify for full-time certification.]

Graduate students who register for fewer than nine (9) credit hours may qualify for full-time status **only** (1) after fulfilling all degree credit-hour requirements or (2) by meeting special conditions listed below. Students who are registered for fewer than nine (9) credit hours but who qualify for full-time status must have **that** qualification certified by their graduate program and college associate dean (signatures below).

To determine your eligibility for full-time certification when registered for fewer than nine (9) credits **in a regular semester** or fewer than three (3) credits in the summer, please complete the section below.

Program of Study Qualification:	
Please check all boxes below that apply to your status in your program of study.	
<input type="checkbox"/>	I have completed all course requirements for a master's degree with only thesis registration remaining.
<input type="checkbox"/>	I am registered for the remaining credits to complete my master's degree (fewer than 9 credits).
<input type="checkbox"/>	I am registered for a required full-time internship carrying fewer nine (9) credits.
<input type="checkbox"/>	I am registered for the remaining credits (at least three) to complete the credit requirement for the doctorate but have not yet been admitted to candidacy.
<input type="checkbox"/>	I have been admitted to doctoral candidacy, have completed the course and credits minimum requirements for the doctorate and am registered for at least one (1) credit.
<input type="checkbox"/>	Special circumstances permit me to be considered for full-time certification. I attach documentation explaining these circumstances.

I certify that I have responded truthfully above and confirm that I qualify for full-time certification for the period indicated in the blank to the right.

	Semester/year
Student signature: _____	Date: _____
Student name (print): _____	LIN: _____
Program confirmation (signature): _____	Date: _____
Assoc. Dean confirmation (signature): _____	Date: _____