VERIFICATION OF FULL-TIME/HALF-TIME STATUS FOR GRADUATE STUDENTS
ARIZONA STATE UNIVERSITY
UNIVERSITY REGISTRAR’S OFFICE

STUDENT NAME (LAST, FIRST, M.I.): __________________________________________ ASU ID NUMBER: ______________________

Is the graduate student named above a □ Teaching Assistant/Research Assistant (fill out section 1 of this form only)
or a □ Graduate Student Engaged in Research, Thesis, Dissertation, Internship or Continuing Registration Activities (fill out section 2 of this form only).

SECTION 1 (For Teaching Assistants/Research Assistants only):

The graduate student named above has requested that his/her enrollment status at Arizona State University be considered □ Full-Time
for the: _________________ Year ____________
(term)

This request is based upon work which extends beyond the number of credit hours for which the student is registered. This may include employment as a Teaching Assistant or Research Assistant.

Based on your written confirmation of this effort, the University Registrar’s Office is able to verify full-time enrollment for students
enrolled in six or more credit hours and engaged in a Teaching Assistantship. This process is for the purpose of loan deferment only – this process does not permit new student loan borrowing.

SECTION 2 (For Graduate Students Engaged in Research, Thesis, Dissertation, Internship or Continuing Registration Activities only):

The graduate student named above has requested that his/her enrollment status at Arizona State University be considered □ Full-Time
or □ Half-Time for the: _________________ Year ____________
(term)

This request is based upon academic work which extends beyond the number of credit hours for which the student is registered. This may include registration in research, thesis, dissertation, or continuing registration. Qualifications of course are per review of qualifying perimeters of Financial Aid Office.

Based on your written confirmation of this effort, the University Registrar’s Office is able to verify half-time enrollment status for
students engaged in twenty or more hours per week of the above named activity or full-time enrollment status for students engaged
in forty or more hours per week in the above named activity. This process is for the purpose of loan deferment only – this process does not permit new student loan borrowing.

If the student meets the above named qualifications, please complete the appropriate section only and return this form to the University Registrar’s Office, Records Information, Student Services Building (SSV), room 144, mail code 0312. Questions may be directed to the University Registrar staff in the Records Information Office at (480) 965-3124.

Department Chair/School Director:
I confirm that I have evaluated the above named student’s academic endeavors, and I confirm that he/she satisfies the requirements for
the enrollment status indicated and described above.

______________________________ ______________________________
College/School Department/School

______________________________ ______________________________
Name (please print or type) Date

______________________________ ______________________________
Department Chair/School Director Signature Date

Department/ School Stamp: