THE GRADUATE SCHOOL
Binghamton University

CERTIFICATION OF FULL-TIME WORKING TOWARD DEGREE STATUS
FUNDED STUDENTS ONLY

Who should file: Doctoral students who are ABD and Master's students who are course complete, and need "full-time working toward degree" status.

When to file: For certification to count for the semester, the certification application must be submitted to the Graduate School no later than the first day of the semester.

Student: ☐ **I receive a stipend** ☐ **I receive a tuition scholarship**

Name: _____ BU #_____

Mailing address: _____ Degree Sought:_____

Semester(s) for which certification is requested: ☐ Fall_____(yr) ☐ Spring_____(yr) ☐ Summer_____(yr)

Purpose for which certification is requested (check one or more**):**

☐ **Loan Deferral** ☐ **Loan Application** ☐ **Immigration Status** ☐ **Pilot Project** **(see Graduate School web site for details)**

I am ☐ **Course Complete** ☐ **ABD**

I have completed all course work required for the degree; and I am working at least 32 hours per week to complete the thesis or dissertation.

_____ _____
Signature Date

Academic Department:

I certify that the above student meets the following criteria and therefore should be considered full-time working toward degree:
Student
1) has completed all coursework and other departmental requirements with exception of thesis/dissertation AND
2) has received written approval via Admission to Candidacy for Degree form at the departmental level AND
3) has registered for 1 credit hour in the current semester AND
4) will be working at least 32 hours a week on a doctoral dissertation or masters thesis or project.

Signatures and Routing:

Principal Supervisor: _____ Date_____

Dept.Chair/Director of Grad. Studies: _____ Date_____

☐ APPROVE ☐ DISAPPROVE The Graduate School:_____ Date_____

COMMENTS: _____

Forward original of completed form to The Graduate School, AD134, Binghamton University