



## Waiver of Registration

Name \_\_\_\_\_ ID Number \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Department \_\_\_\_\_ Degree \_\_\_\_\_

Based on completion and submission of all required materials for my degree before the last day of the Add/Drop period, I request a Waiver of Registration and permission to graduate in:

☐ Fall of \_\_\_\_\_ ☐ Spring of \_\_\_\_\_ ☐ Summer of \_\_\_\_\_

☐ I have completed the Application for Graduation in SIS for the above semester/session.

\_\_\_\_\_  
Student Signature Date \_\_\_\_\_

\_\_\_\_\_  
International Student Services Signature (International Students Only) Date \_\_\_\_\_

\_\_\_\_\_  
Dean of Graduate Studies Date \_\_\_\_\_

### Eligibility Criteria for Waiver of Registration

The School of Graduate Studies requires all students to be registered in the semester in which they graduate. If a student will not be able to meet the degree requirements to graduate in one semester, but will finish before the next semester begins, the student can petition to waive registration for the following semester.

The following criteria must be met to be eligible for the Waiver of Registration:

- The student must be registered for at least one credit hour in the semester (or summer session) immediately preceding the semester of graduation.
- The student must complete and submit the Waiver form. International students must obtain the signature of an International Student Services representative before submitting the form to the School of Graduate Studies.
- The student must apply for graduation in the Student Information System for the next scheduled graduation.
- The student must complete all degree requirements and submit all required materials to the School of Graduate Studies by the last day of the Add/Drop period of the graduating semester. This includes the thesis or dissertation, certification forms and surveys.

Students must submit the Waiver of Registration form and all required documents no later than the final day of the Add/Drop period. The deadline date to submit materials is firm. If a student misses the deadline, the student will be required to register for at least one credit hour, or more if necessary.

Please be aware of the following when applying for the Waiver of Registration: CWRUNet services, student loans and health services may be terminated during the semester for which the Waiver is effective.

If you have any questions, contact the School of Graduate Studies office at 216.368.4390.