



GRADUATE STUDENT ENROLLMENT EXCEPTION FORM

All non-Law Graduate Programs

Effective August 31, 2020

Student Name _____ Chapman ID _____ Date of Birth _____

Student Email _____ Student Phone Number _____

If international student, please provide: VISA Type _____ SEVIS ID _____

College/School _____ Program _____

I am registering for _____ credit hours during the _____ term. I am requesting the following:

☐ Waiver of the 6-credit enrollment requirement for fellowship/scholarship

☐ My academic load be considered full-time enrollment

I am making this request for the reason indicated above and the exception specified below:

Type of Exception (check all that apply)

☐ **Last term of program:** This is my last term of enrollment, and I have fulfilled all program requirements with the exception of the credits for which I am registered.

☐ **Graduate Assistantships (GShip) OR Tuition Fellowship:** I have fulfilled all program requirements with the exception of the credits I am registered for, which total less than six (6) credits required for GShip and/or Tuition Fellowship eligibility.

☐ **Thesis/Dissertation:** I am enrolled in thesis/dissertation and qualify as a full-time graduate student according to the [Graduate Student Full-Time Enrollment & Continuous Enrollment Policies](#).

☐ **Other:** _____

Student Signature _____

Date _____

Recommendation of Program Director or Associate Dean

☐ Approved

☐ Denied

Comments:

Signature _____

Date _____

Email your form to GradEd@chapman.edu. The AVPGE Office will handle all subsequent forwards that are necessary to other offices, including Graduate Financial Aid and International Student Services. Thank you.