THE GRADUATE SCHOOL

Certification of Full-Time Working Toward Degree Status

In order to qualify, students must meet the following criteria:

- Domestic PhD students must be within one academic year of ABD status or already ABD. International PhD students must be coursework complete, registered in Thesis, Pre-Dissertation, Dissertation, or Final Project.
- Domestic Master's students must be within one academic semester of degree completion, if not already course complete. International Master's students must be officially course complete and registered for in Thesis or Final Project.
- All students must have completed 24 or more graduate credits in residency (classified as levels G2, G3 or G4).

*For certification to count for the semester, the certification form must be approved prior to the first day of classes for that semester.

Name: ________________________________ E#: ____________________________

Email: ________________________________ 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
☐ Course Complete ☐ ABD ☐ Other

I am: ________________________________

My status is in compliance with the qualifying criteria listed above; and I am working at least the number of hours per week required below to complete research, given the number of credits that I am taking this semester.

Signature: ________________________________ Date: ____________________________

Academic Department

I certify that the above student meets the qualifying criteria and therefore should be considered full-time working toward degree. The student has also registered for the current semester and will be working to complete research at least the number of hours per week required to be considered full time. Please indicate below the number of credits hours the student is registered for and the number of weekly hours (in addition to class hours) the student will be working.

Semester credit hours registered: ________________________________

Number of weekly hours (in addition to credit hours above) required for full-time working toward degree status: ________________________________

Please fill out your information and CRNs on side 2 of this document.
You will find the CRNs listed on BU Brain-Schedule of Classes.

Please note: Full Time Certification uses GRD 700 and GRD 701—not ECE 700 nor ECE 701
PhD Full Time Certification Worksheet
Dept. of Electrical and Computer Engineering

This form can only be used if you are a domestic student within one year of being ABD, or if you are an international student who is already ABD.

Check the appropriate box and complete the entry:
- I am a **Non-Funded** student
- I am a **Funded** student

Follow these steps to complete the table at the bottom of this form.

**Step 1: Dissertation Credits**
- Check box for EECE698 or EECE699
- You do NOT need to submit a yellow form to register for this credit!

**Step 2: Certification Credits**
- If you are a **Non-Funded** Student
  - Check box for GRD700
- If you are a **Funded** Student
  - Check box for GRD701

<table>
<thead>
<tr>
<th>Step #</th>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Check Only One:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ EECE698 Pre-Dissertation CRN: ___________</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>□ EECE699 Dissertation CRN: ___________</td>
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<tr>
<td>2.</td>
<td>Check Only One:</td>
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<td></td>
<td>□ GRD700 if Not Funded CRN: ___________</td>
<td>8</td>
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<tr>
<td></td>
<td>□ GRD701 if Funded CRN: ___________</td>
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<tr>
<td>3.</td>
<td>Total (must equal 9 credits)</td>
<td>9</td>
</tr>
</tbody>
</table>

Student Signature: ___________________________ Date: ___________________________

Advisor Name: ___________________________ Signature: ___________________________ Date: ___________________________

Rev. 8/14