This form must be completed by a student who may be registered for insufficient credits to qualify for 1/2, 3/4 or full-time certification for purposes of Veteran’s Benefits, the New York State Tuition Assistance Program, Federal Loan Certification, or any combination.

Please indicate your purpose for using this form:

________ Veteran’s Benefits
________ New York State Tuition Assistance Program
________ Federal Student Loan Certification
________ Federal Student Loan Deferment
________ Other (please specify) ____________________________

This form must be approved by your Chairperson and GSE Dean’s Office. This approval is applicable for ONE semester only. You must re-apply each semester, as appropriate.

This is to request certification as a _____ 1/2 time, _____ 3/4 time, or _____ full-time student in the _________ semester, __________ year. I am enrolled for _________ credits this semester and the balance of my program is devoted to:

___ Preparation for the comprehensive examination/portfolio
___ Research for Dissertation
___ Internship/Externship: hours per week________/total hours per semester________

Site name and address_________________________________________________________

___ other (please specify)

________________________________________

I understand that the full-time status excludes the possibility of outside employment requiring more than one full day per week of my time.

(Please Print) Student’s Name ____________________________

FORDHAM ID (NOT SS#) ____________________________

Student’s Signature ____________________________

Division/Degree Program ____________________________

Approved ____________________________

Chairperson ____________________________

Date ____________________________

Approved ____________________________

GSE Dean’s Office ____________________________

Date ____________________________

/Jan. JANUARY 20, 2017. Fax: 212-636-7826