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| **Request for Exception to Full-Time Enrollment Requirement for Graduate Assistant Appointees** |
| **This form is to be used for Graduate Assistants nearing completion of their coursework requirements, but needing fewer than eight (8) credit hours to complete their degree work. Other extenuating circumstances may be considered but typically will not be granted.****This form must be initiated by the student, reviewed and signed by the employing department’s Chair/Director and the appropriate College Dean before submission to the Graduate College. Because this request is for exception to a university enrollment requirement, final approval is at the discretion of the Dean of the Graduate College.** |
| Forms **must** be received in the Graduate College (Suite 314 University Library) four (4) weeks PRIOR to the beginning of the semester for which the exception is requested. Exemptions are not likely to be granted for more than 1 (one) semester (or summer term). |
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| **Student Name:** |  | **Email:** |  | Student ID Number: |
| Click here to enter text. |  | Click here to enter text. **@kent.edu** |  | Click here to enter text. |
|  |  |  |  |  |
| Academic Program/Degree:  |  | Credit Hours Needed to Complete Program: |
| Click here to enter text. |  | Click here to enter text. |
|  |  |  |  |  |  |
| **Employing Department:** |  | Semester/Year Requested: |  |
| Click here to enter text. |  | Click here to enter text. |  |
|  |  |  |  |
| **Please describe reasons for this request:** |  |  |  |
| Click here to enter text. |
|  |  |  |
| *(Student Signature)* |  | *(Date)* |
|  |
| APPROVALS |
|  |  |  |
| *(Employing Chair/Director)* |  | *(Date)* |
|  |  |  |
| *(College Dean)* |  | *(Date)* |
|  |  |  |
| *(Dean of the Graduate College)* |  | *(Date)* |
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