



WAIVER OF REGISTRATION REQUEST

First Name: _____ Last Name: _____ BGSU ID: _____

Degree: Doctoral Master's Program: _____

Based on completion and submission of all required materials for my degree by 5pm on the first day of classes the semester I have applied to graduate, I request a Waiver of Registration and to graduate in :

Fall _____ Spring _____ Summer _____

Eligibility Criteria for Waiver of Registration

Graduate College Policy (3341-3-12 Graduation Application and Minimum Registration) requires that all graduate students be registered for at least one semester hour during the semester in which they graduate. As an exception, immediately following a semester of enrollment, students who have completed all degree requirements prior to 5pm on the first day of classes in the semester they officially graduate, do not have to register for one hour of credit if the following conditions are met:

- Completion of Application for Graduation online through MyBGSU Student Center.
- Completion and submission of all required forms and surveys.
- *For doctoral and master's plan I students*, upload of final manuscript to OhioLINK.
- All grades posted. All NGR and INC must be removed.
- Degree audit reflecting completion of all requirements.

The deadline for completion of all required items is firm. Upon review, if it is determined that the student did not complete all requirements, the student will be required to register for a minimum of one credit hour during the semester in which they graduate.

If approved, a copy of the signed form will be sent to the student's BGSU email address. Students whose requests cannot e be approved, will be contracted through their BGSU email address.

Graduate College Approval:

The approval of the Graduate College indicates that the student has met all requirements to qualify for the waiver of registration.

For Graduate College Use Only:

- Degree Audit
- Required Forms / Surveys
- All Grades Posted
- Applied for Graduation Status
- Manuscript Submission (doctoral / master's plan I)
- Notification Sent to Line College