



## LEAVE OF ABSENCE, THESIS or CONTINUATION OF DEGREE CANDIDACY Registration for Master's Candidates

Master's candidates not planning to register for academic courses must maintain their matriculation status by registering on *Leave of Absence*, for *Thesis Status*, or *Continuing Candidacy*. (Note: These are no credit/no grade categories.) Please consult the 2011-2012 on-line catalog for definitions and term limits for each category. Please submit completed form along with registration materials. Registration fees and student fees apply.

**Failure to register each semester will result in loss of degree status.**

*Leave of Absence, Thesis/Paper Writing, and Continuing Candidacy* course codes are listed below:

**Fall Course Codes:** RECC 851 - *On Leave* RECC 861 - *Continuing* RECC 991 - *Thesis/Paper Writing*

**Spring Course Codes:** RECC 852 - *On Leave* RECC 862 - *Continuing* RECC 992 - *Thesis/Paper Writing*

Name \_\_\_\_\_, candidate for the \_\_\_\_\_ degree,

requests [  ] **LEAVE OF ABSENCE** (*All degree work is not yet completed.*)

OR [  ] **THESIS/PAPER WRITING** (*All course work is completed and student is engaged in an approved writing project, paper, dissertation, etc.*)

OR [  ] **CONTINUATION OF CANDIDACY** (*All degree work is completed and student is awaiting Commencement.*)

during the \_\_\_\_\_ semester of the academic year 2011-2012.  
(Fall or Spring)

My address will be: \_\_\_\_\_

**I will notify** the Registrar's Office immediately of any change in address, and **I will notify** the Housing Office if I request housing upon my return.

During the period mentioned above, I will be:

~working on a thesis or project (advisor) \_\_\_\_\_

~studying at another school (name) \_\_\_\_\_

~working (specify) \_\_\_\_\_

~other (specify) \_\_\_\_\_

As my plans now stand, I anticipate that I will have completed all applicable requirements (including a thesis, project, essay, etc.) and expect to graduate in May, 20\_\_\_\_.

**Please obtain the following signatures before submitting with registration forms to the Registrar's Office:**

Registrar \_\_\_\_\_ Academic Dean \_\_\_\_\_

Business Office \_\_\_\_\_

Financial Aid Office (if you have Fin.Aid) \_\_\_\_\_

Housing \_\_\_\_\_

Field Education (if you are currently doing Field Ed.) \_\_\_\_\_

Library \_\_\_\_\_

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_