

Worcester Polytechnic Institute

Office of the Registrar

Undergraduate Application for Early Degree Completion

Policy: Students completing 100% of WPI graduation requirements by the end of A-term or C-term will be eligible for a 50% tuition adjustment for the semester of completion. Eligible students must complete the form available in the Registrar's Office and submit by the end of B-term (for C-term completion) or D-term (for A-term completion). Students/responsible parties will be billed for the full semester and then tuition charges will be adjusted by 50% once the graduation requirements have been signed off and the student's withdrawal has been officially processed. Qualified students receiving financial aid from WPI will retain 50% of any WPI scholarship, and their loan eligibility will be reviewed on an individual basis. Students living in WPI housing will be billed for the full semester amount of housing and can contact Residential Services for a housing contract release. Students are permitted to enroll in a maximum of 4/3rd units of academic credit, exclusive of PE (12 credits) in either A or C term. The student will be charged the overload fee when registered beyond 4/3rd units.

Tuition: I agree to be billed for the full semester's tuition. I also acknowledge that once my degree requirements have been completed and approved, there will be a reduction in tuition charges for the semester bill.

Room and Board: I agree to be billed for the full semester's WPI room and board charges if I am living in WPI housing. Once my degree requirements have been completed and approved, I may contact Residential Services for a housing contract release.

Cost of Attendance: Along with the above reduction of charges, your other cost of attendance itemizations (i.e. books, supplies, off campus room and board, etc.) for the semester will be reduced at the same percentage as your tuition, fees and WPI room and board charges (if applicable).

Financial Aid: Students receiving financial aid or private loan funding will have their funds adjusted based on the reduction in charges as well as the reduction in the cost of attendance. Please note that these reductions may result in a balance due on the student's account at the end of term A or C.

Please Complete The Following Portion of This Form and Submit to The Registrar's Office

Please select the term in which you will be completing your degree requirements.

A-Term Completion (December Graduation) – No course work may be registered for B-Term or full semester

C-Term Completion (May Graduation) – No course work may be registered for D-Term or full semester

A final review for A-Term completion will be done the first week of November, and for C-Term completion the first week of April, after which the office of Student Aid and Financial Literacy will be notified regarding completion of degree requirements. Please allow 15 business days for the financial adjustments to be made.

IMPORTANT INFORMATION:

- You must complete 100% of your degree requirements by the end of the term selected.
- In order for this form to be processed, and to be eligible for early completion status, students must not be registered for course work in B-Term (for A-Term completion), D-Term (for C-Term completion), or any semester long courses. Review your degree audit, and meet with your academic advisor to confirm that you do not need your courses in B or D term or semester long courses. It is your responsibility to then drop the courses you do not need before submitting this form to the Registrar's Office before the add/drop deadline. Add/drop deadlines are strictly enforced. Semester long courses cannot be dropped after the tenth day of the start of the semester.

Please Print

Student Name: _____ Student ID #: _____

Diploma Name (Please print your name exactly how you want it to appear on your diploma)

First	Middle	Last
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Major 1: _____ Concentration 1: _____ Minor 1: _____ Minor 2: _____ Minor 3: _____

Major 2: _____ Concentration 2: _____

Do you plan to attend the May Commencement Ceremony? Yes No

By signing below I acknowledge that I have read and understand the information on this form.

Student Signature: _____ Date: _____

Please submit completed form to the Office of the Registrar, First Floor Daniels Hall.

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