

# Worcester Polytechnic Institute

## Office of the Registrar

\*\*Deadline for changing status to part-time/full-time is at least two weeks prior to the first day of A/C term.\*\*

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**Please Print:**

I request to be classified as a Full-Time Student for the    Fall 20\_\_\_\_ semester    Spring 20\_\_\_\_ semester.

I request to be classified as a Part-Time Student for the    Fall 20\_\_\_\_ semester    Spring 20\_\_\_\_ semester.

I acknowledge that I will be limited to a MAXIMUM OF 9 CREDITS of registered activity per semester.

Name: \_\_\_\_\_ ID Number: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_ Current year: \_\_\_\_\_ Major: \_\_\_\_\_

Academic Advisor: \_\_\_\_\_

Email: \_\_\_\_\_

Please outline your plans for pursuing your degree on a part-time basis. What do you plan to register for in each specific term? In which term(s) do you plan to complete your remaining degree requirements? If you are applying for full-time status, please proceed to the signature line.

**Note:** The completion of project degree requirements (MQP, IQP, HUA) will not be recorded in the Registrar's Office after the tenth day of a term unless the student is registered for a minimum of 1.5 Credits of the same activity in that term.

Part-Time Student Guidelines are detailed on the back along with the registration procedures. Please read them carefully – should you have any questions regarding part-time student status, please do not hesitate to contact the Registrar's Office (508-831-5211).

A TERM

B TERM

C TERM

D TERM

This certifies that I have read and understand the Part-Time Student regulations and registration procedures as specified on the back of this form.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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Registrar's Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Restrictions that may apply: \_\_\_\_\_

508-831-5211 (tel) 508-831-5931 (fax)

100 Institute Road, Worcester MA 01609-2280  
wpi.edu/+registrar

rp:8/25/20

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## Part-Time Student Status

1. Students pursuing a degree program over an extended period of time and who have a planned program that involves a maximum of one unit per semester throughout the academic year are considered Part-Time Students.
2. Part-Time Students pay tuition on a per credit basis, with a maximum of one unit per semester, including PE and ROTC classes.
3. Part-Time Students are required to pay tuition before the start of classes for A/C term.
4. Part-Time Students will be academically reviewed at the end of each semester and must satisfactorily complete at least 1/3 of the academic activities for which s/he has been registered.
5. Part-Time Students may not engage in varsity/club sports, participate in extracurricular activities, and are not eligible for institutional aid (but may be eligible for federal funding), or any form of on-campus student employment.
6. Part-Time Students wishing to return as full-time students must be readmitted according to the procedures specified under "Readmission" in the Admissions section of the current Undergraduate Catalog.

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