Submit in person to:
Student Services Center
Tresidder Memorial Union, 2nd Floor
Monday - Friday, 9 a.m. - 5 p.m.
http://helpsu.stanford.edu/?pcat=ssc

Scan and email to:
TGRRequest@lists.stanford.edu

Printed Name of Student (Last) (First) (Middle)

Stanford Student Number (8 digits, first digit is 0) Phone Number Email Address

Department Degree Quarter/Year for which TGR is requested

Terminal Graduate Registration (TGR) allows graduate students to register at a reduced tuition rate while they work on a dissertation, thesis, or department project. This form should be submitted by the preliminary study list deadline of the quarter the TGR status is being requested.

In order for a TGR status to be approved, students must meet all eligibility requirements by the preliminary study list deadline of the quarter the TGR status is being requested. These eligibility requirements are:

1. Students must have met the residency requirements for all graduate programs in Active and Completed statuses.
2. Students must be enrolled in a designated TGR course: 801 (for master's and Engineer students) or 802 (for doctoral students).

Once TGR status is approved, students must enroll each quarter in a TGR course, either 801 or 802, to maintain that status. Coterm is not eligible for TGR status if their undergraduate degree is still open.

To be completed by student and department: indicate degree program for which TGR status is requested, and verify eligibility.

☐ Ph.D.
☐ Satisfactory completion of all courses on the Application for Candidacy; if the program has changed, an Academic Program Revision form must be approved by the department.
☐ 135 completed units of residency prior to TGR start quarter and completed residency requirement for all active and completed degree programs.
☐ Submission of Doctoral Dissertation Reading Committee form to the department.

☐ Engineer
☐ Satisfactory completion of all courses on the Application for Candidacy; if the program has changed, an Academic Program Revision form must be approved by the department.
☐ Accumulation of 90 completed units of residency prior to TGR start quarter and completed residency requirement for all active and completed degree programs.

☐ M.A./M.S.
☐ Satisfactory completion of all courses on the Program Proposal for a Master's Degree; if the program has changed, an Academic Program Revision form must be approved by the department.
☐ Accumulation of completed 45 units of residency (or 3 terms for students on term-based residency) prior to TGR start quarter and completed residency requirement for all active and completed degree programs.
☐ This master's program requires project or thesis (“Thesis etc.” milestone, entered by department).

☐ Final Registration
☐ May be granted for one quarter only to a graduate student working on incompletes in his or her final quarter or registering for one final term after all requirements are completed when Graduation Quarter is not applicable. TGR requirements above apply.

Signatures

☐ Approved
☐ Student Signature Date

☐ Approved
☐ Signature of Departmental Adviser Printed Name Date

☐ Approved
☐ Signature of Departmental Graduate Studies Administrator Printed Name Date

Registrar's Office

☐ Approved
☐ Signature of Graduate Degree Progress Officer Printed Name Date 08/2017