



Graduate Student Change of Status Form

Graduate students are permitted to change their student status from full- to part-time, and vice-versa, once during their course of study.

Graduate students may change their status only at the beginning of their first term in each year of study.

To request a change to your student status, complete this form, obtain all relevant signatures, and submit via email to graduateadmissions@uwinnipeg.ca

Part 1: Student Information

Student Name: _____ **Student Number:** _____

Program: _____

Current Status: Full-Time Part-Time

Change to: Full-Time Part-Time

Status Change Effective: September 1 January 1 May 1 Year (YYYY): _____

Please note that status changes can occur only at the beginning of the first term of each year of study.

Part 2: Signatures

Please obtain signatures from all relevant parties:

Student signature: _____ **Date** (MM/DD/YY): _____

Supervisor signature (if applicable): _____ **Date** (MM/DD/YY): _____

Grad Program Chair/designate signature: _____ **Date** (MM/DD/YY): _____

Return signed form to graduateadmissions@uwinnipeg.ca

Part 3: Grad Studies Office Approval (for Grad Studies Office Use Only)

This request is: Approved Not approved

Grad Studies Officer Signature: _____ **Date** (MM/DD/YY): _____

Part 4: To be Completed by the Registrar's Office

Date Received (MM/DD/YYYY): _____ **Date Entered** (MM/DD/YYYY): _____

Processed by: _____