

“In Absentia” Registration Request Form

Graduate College Handbook Policy:

“In absentia registration is designed for students who wish or need to remain registered, but plan to be studying or doing research for at least one semester at least 50 miles away from campus. There is no decrease in tuition rates when a student is registered in absentia, and tuition assessment will be based on the student’s college and curriculum of enrollment, their residency status, and the number of hours for which the student is registered.

In absentia registration, however, recognizes that such students do not access the full range of campus services and resources while away. Therefore students registered in absentia are only assessed the general fee.

Payment of the general fee provides students with access to their university e-mail and access to library services. Because students are not assessed other fees they are not eligible for services associated with those fees. For example, if students registered in absentia wish to have health insurance they must make alternative arrangements. For a list of what services each fee includes and for the cost of each fee, refer to the Office of the Registrar.

A student must submit a petition to GSAS to request in absentia registration. An approved petition allows a student to register in absentia, but the student must complete the registration using the UI-Integrate system. Students may register in absentia for any number of credit hours.”

I understand by registering “In Absentia” that I will be assessed the corresponding range of tuition for the hours which I am registered for and I will be assessed only the General Fee which will allow me access to university email and library services.

I understand that by registering “In Absentia” that I will **not** have student health insurance or access to any of the fee supported services on campus.

“In Absentia” registration is available for current and future terms only, retroactive requests for “In Absentia” registration will not be approved.

I have read and understand the Graduate College Handbook policy in regards to Registration “In Absentia” and I wish to request to register “In Absentia” for _____.
Academic Term

Signature of Student

Date

This form is to be attached to a Graduate Student Petition requesting “In Absentia” registration for current and future terms only. A request for “In Absentia” registration will not be processed without this form.
