



UNIVERSITY GRADUATE SCHOOL

REQUEST FOR DEPARTMENTAL AFFILIATION

(Intended for students who have already reached 12 graduate credits as non-degree seeking)

Date: _____

Name: _____

PID: _____

Term: _____

Email Address: _____

Reason for affiliation request: _____
(i.e. personal growth, certification, etc.)

This memo is to notify the University Graduate School that I am requesting to affiliate with the
Department/Program of _____.

- Students applying for affiliated status as non-degree seeking students must be approved by the
appropriate academic department Graduate Program Director (GPD) / Chair.
Any graduate course credit hours taken beyond the 12 credit hours as a non-degree seeking
student will not be eligible for transfer.

By signing this memo, I agree to the terms above and understand that enrollment as a non-degree-
seeking student does not imply a right to be admitted in the future as a regular, degree-seeking student.
Graduate credits earned as an affiliated non-degree-seeking student beyond the 12 credits will not be
counted toward a degree at the University.

The academic unit has given their approval of this affiliation by signing below.

Student's signature Printed Name of GPD/Chair Signature of GPD/Chair

Instructions: A current non-degree seeking application must be on file to submit this form. Once the form is fully
signed by student, GPD/Chair, please submit hardcopy to UGS, MARC240, Modesto A. Maidique Campus, 11200 SW
8 St., Mia, FL 33199, Ph: 305-348-2455, Fax: 305-348-3433, Email: ugs@fiu.edu.
Due date: The form must be submitted to UGS on a timely manner to ensure full processing and meet appropriate
registration deadlines. Approved forms will be forwarded to the Office of Admissions Operations for processing.

FOR OFFICE USE ONLY
APPROVED DENIED
Reviewed by: _____ Date: _____