



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 Enrollment Management & Services for processing.

FOR OFFICE USE ONLY
APPROVED DENIED
Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_