

PART-TIME STATUS REQUEST FORM

Fall 2022 – Deadline to Submit Completed Form to Registrar: September 13, 2022

Spring 2022 – Deadline to Submit Completed Form to Registrar: January 24, 2023

To request part-time status, fill out the following information, obtain your Department Chair approval signature, and return to the Office of Student Services (110 Meyerson Hall). Please see the full policy on the back of this form.

Student Information (please print clearly)

Date:	Term:
Full Name:	PennID:
Program(s):	
Email Address:	
How many course units will you be enrolled in this term?:	
Reason for Part-time Status Request: <i>Please explain below:</i>	

Student Name (Please Print) Student Signature Date

Approvals:

Department Chair or Program Director Signature or Email Approval Date

Registrar Approval Date