



**Full-Time/Half-Time Equivalent Status - Master's Thesis Research  
(Must be submitted every semester)**

Office of the Registrar

Students must register for a minimum of three credit hours in their first semester of 799. After that semester, students may enroll for one credit of 799 per semester and be considered full-time/half-time, if the following requirement is met: the student, advisor and department chair must certify each semester that the student is working full-time/half-time on the thesis. **Please note: Master's students must maintain continuous enrollment in 799 while writing and submitting a thesis.**

Student Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

Department: \_\_\_\_\_ Program: \_\_\_\_\_

Semester Claimed: \_\_\_\_\_

Required Number of Thesis Hours: \_\_\_\_\_

Thesis Hours Completed/Graded: \_\_\_\_\_

Current Course Registration & Credit Hours: \_\_\_\_\_

**DEPARTMENT ATTESTATION**

Signatures below confirm that the student has previously completed 3 credit hours of thesis and will be working: Full-time \_\_\_\_\_ Half-time \_\_\_\_\_ on their thesis in the semester claimed above.

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Department Chairperson Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Due in Registrar's Office no later than the *First Day of Classes*. Return completed form to:**

*Office of the Registrar - MS 3D1  
verify@gmu.edu  
Tel: 703.993.2448 Fax: 703.993.2467*

Registrar's Office Use Only

ZREG 045: \_\_\_\_\_ ZREG 090: \_\_\_\_\_ Initials: \_\_\_\_\_ Date: \_\_\_\_\_