



Graduate School of Arts and Sciences
Enrolled Student Office
P.O. Box 400772
Charlottesville, VA 22904-4773
<http://graduate.as.virginia.edu/>
gsasregistrar@virginia.edu

Master's Degree Request Form

Students applying for a Master's degree in their current PhD program must submit this form for departmental approval.
Once approved, the department must scan and email this form to GSAS.

Last Name First Name University/SIS ID
Student E-mail Current PhD Program

Departmental Approval:
*Indicate students continuation to PhD Status:

Not continuing to the PhD. Degree being requested MA MS
 Continuing to the PhD Program in this department
 Possibly continuing to the PhD program in my department to be determined by _____ (date)

Select which term the degree will be awarded:
Summer: Requires registration
Fall: Requires registration
Spring: Requires registration. Please note that receiving the MA degree this term will result in being reported as having graduated. This has implications for student loan grace periods. Please check with your loan servicer for details.

Graduate Administrator or Program Coordinator Name (Print) Signature Date

Director of Graduate Studies) (Print) Signature Date

For Graduate School Use Only

Career: Graduate

Program: ASG

SIS ID #

Plan to be Added

Expected Graduation Term for new plan

Comments: Master's degree to be awarded this semester.