THE GRADUATE SCHOOL
UNIVERSITY of WASHINGTON

REQUIRED OFF SITE EDUCATION (R.O.S.E.) APPROVAL FORM

Graduate students who are engaged in full-time, ***off site*** dissertation work or equivalent *off-campus* activities (such as an archeological dig, internship, Peace Corps duty, practicum, etc.) that are either **required or encouraged** for their degree are eligible for this loan deferral procedure. Students must meet the following conditions and complete the following steps:

* Student is not registered for requested quarter(s) of loan deferral
* Student has attained On-Leave Status for requested quarter(s) of loan deferral
* Student submits this completed form to the faculty, Graduate Program Coordinator (GPC) in his/her department

After verifying the information submitted by the student, and approving the request, the GPC submits this form to Graduate Education Services (GES) at the Graduate School; if approved by GES, the request will then be forwarded to the Office of the Registrar.

The Registrar will change the student's status in the national enrollment reporting system (NSLDS) for the quarters indicated, thus deferring loans listed below that would normally come due for non-enrollment. There will be no additional fee for this service, beyond the normal fee to students to apply for On-Leave status. **Students may apply for R.O.S.E. status for 1-4 quarters at a time for a lifetime maximum of 8 quarters.** (Students pursuing the Peace Corps Master's International are allowed a 9 quarter maximum to accommodate their 27 months of required service in the Corps and this may be filed for all at once, along with 9 quarters of On-Leave.)

Graduate School approval ensures the student is eligible as described in paragraph one (above); is in On-Leave status and that the allowed, maximum period of loan deferral is not exceeded. It should also be noted that students *choosing* to take On-Leave status to work on their dissertations are not eligible for R.O.S.E. loan deferral; the work/research the student is pursuing while loans are being deferred must be required, or encouraged by their department for the degree, and must be work/research that can only be performed full-time at locations remote from the University of Washington campuses.

PLEASE PRINT CLEARLY

Name: _____ Student Number: _____

Email: _____ Phone: _____

Quarter(s) of R.O.S.E. Requested: AUT _____ (Year) WIN _____ (Year) SPR _____ (Year) SUM _____ (Year)

Lending Institution(s) (Name & Address): _____

_____

_____

_____

_____

Brief description of degree-related activities planned for the R.O.S.E.—INCLUDE LOCATION: (Use back of form if necessary)

_____ _____
Student Signature Date

_____ _____
Department / Printed name of Graduate Program Coordinator (GPC) Date

_____ _____
Graduate Education Services Advisor Signature (Graduate School) Date

Questions about completing this form? Contact Graduate Education Services
206-543-3950 gsstusrv@uw.edu