

Full-time Student Status Request

For Degree-Seeking Students Employed In a Full-time Internship or Cooperative Education Position

This form will allow students in a full-time internship/co-op to have full-time student status at the time of their work period. Students must be concurrently enrolled at the University of Missouri-St. Louis in at least one 'for credit' class.

Please complete this form and submit to Career Services. Once the experiential learning opportunity (including dates of work period and other details) is reviewed and signed by Career Services, the form will be forwarded to the Registrar to process.

Note: A separate form needs to be completed for each term requested.

First Name: _____ Last Name: _____

Student Number: _____ Academic Major: _____

Check One: Undergraduate: Graduate:

Are you an International Student? Yes: No:

Requested Term: _____

Place of Internship/Co-op: _____

Title: _____

Start Date: _____ End Date: _____

Source of Securing Position: _____
(e.g. Career Services, College, faculty, networking)

Supervisor Name: _____ Supervisor Title: _____

Supervisor Phone: _____ Supervisor Email: _____

I acknowledge that this information is true and accurate.

Student Signature: _____

By signing the form below, Career Services verifies that the experiential learning employment meets the guidelines necessary for the student to receive full-time student status. The structured, academic learning component of the internship/co-op is equivalent to the academic workload of a full-time student for the requested term listed above. Your financial aid will be determined only by your actual class enrollment. Any adjustments to your enrollment status as a result of this Full-time Student Status Request will not be considered for financial aid purposes.

Director or Associate Director, Career Services

Date

UMSL Career Services
278 Millennium Student Center
One University Blvd.
St. Louis, MO 63121
314-516-5111
careers.ums.edu
careerservices@ums.edu