



University of California, Merced Request for In Absentia Registration

Students must be enrolled full-time (12 units) and in good academic standing (GPA of 3.0) to be eligible for the reduced in absentia fee. The research opportunity, practicum training, or coursework leave must be directly related to the student’s degree program; of a nature that makes it necessary to be completed at a significant distance from the UC Merced Campus for at least one full academic term; involve only indirect supervision appropriate to evaluating the student’s academic progress and performance; and involve no significant in-person collaboration with UC faculty during the in absentia period.

Doctoral students must have advanced to candidacy by the time the in-absentia status would begin. Doctoral students are eligible to register in-absentia for up to two years (4 semesters). Master’s students must have completed at least one year of course work by the time the in absentia status would begin. Master’s students are eligible to register in absentia for up to one year (2 semesters). Students in self-supporting graduate programs are not eligible for in absentia registration.

A completed In Absentia Registration form must be submitted to the Graduate Services (gradservices@ucmerced.edu) by the second Friday in August for the fall semester and by the second Friday in January for the spring semester.

Last Name First Name Student ID Number

Current Mailing Address: _____

Current Phone Number: _____ Current Email Address: _____

Program: _____ Degree Objective: PhD MS MA MM M.S.P.H

Doctoral students - Will you have advanced to candidacy by start date of in absentia? Yes No

Master’s/professional students - Will you have finished a year of study by start date of in absentia? Yes No

Have you ever registered in absentia before? Yes No If yes, when? _____

In absentia requested for the following term(s): Fall 20____ Spring 20____

Location during absence (please identify city/state/country): _____

Address during absence: _____

Emergency contact information: _____
Name Phone Number

I will be supported by: My own funds UC Fellowship GSR Other source: _____
(Note: Work as TA is not permitted)

Briefly state research/coursework plans, including facilities and resources used:

By signing below I certify that I am eligible and will be at a significant distance from the UC Merced Campus for the semester(s) of in absentia registration.

Student’s Signature Date

Faculty Advisor (Print Name) Faculty Advisor Signature Date Approve Deny

Graduate Group Chair (Print Name) Graduate Group Chair Signature Date Approve Deny

Graduate Division

Graduate Division Dean Signature Date Approve Deny

Registrar Use Only
Processed by: _____ Date: _____