



UNIVERSITY OF WASHINGTON
The Graduate School
Student Services Office
G-1 Communications Box 353770
Seattle, Washington 98195-3770

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 Student Services (GSS); if approved by GSS, 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.

STUDENT NUMBER

PRINT NAME (LAST, FIRST, M.I.)

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CONTACT INFO (E-MAIL and/or PHONE): _____

QUARTERS OF R.O.S.E. REQUESTED: AUT / YR _____ WIN / YR _____ SPR / YR _____ SUM / YR _____

LENDING INSTITUTION(S) (name & address): _____

BRIEF DESCRIPTION OF DEGREE RELATED ACTIVITIES PLANNED FOR THE R.O.S.E., **INCLUDES LOCATION:** (Use back of form if necessary)

STUDENT SIGNATURE _____ DATE _____

DEPARTMENT / **PRINTED** NAME & SIGNATURE OF GRADUATE PROGRAM COORDINATOR _____ DATE _____

PRINTED NAME & SIGNATURE OF GRADUATE STUDENT SERVICES STAFF _____ DATE _____