DISSERTATION RESEARCH/WRITING TIP SHEET

Dissertation Research/Writing (Student Group) was created to assist international students in retaining their “good” status with the Department of Homeland Security during the term(s) they are not registered in coursework or on Detached Study.

I. To be eligible for Dissertation Research/Writing, a student must:
   A. Be in an active Doctoral of Musical Arts (D.M.A.) student who is in good standing and has advanced to candidacy.
   B. Not be registered or on detached study for the period of requested Dissertation Research/Writing.
   C. Be within the 7 year time limit. If past the allowed time, the student must also petition for a time extension.
   D. The form must be hand-delivered by the student so that the physical presence of the student can be verified.

II. Dissertation Research/Writing Time Limits
   A. A student is allowed 3 full consecutive terms. This is renewable one year at a time, for two additional years (total of 9 terms) at the discretion of the department.
   B. A Dissertation Research/Writing period can be no longer than 12 calendar months.

III. Plans for the period of Dissertation Research/Writing
   Research or dissertation writing is a valid plan. Loan deferment or medical leave is not acceptable. Students in this designation may not hold a GSI, GSRA, or GSSA appointment, and may not work at the University unless they apply for and receive permission from Rackham OARD.

IV. Campus Privileges During Dissertation Research/Writing
   A. Standard Computing privileges are retained.
   B. Domestic students would not be eligible for student loan deferment.
   C. No D.M.A. student would be able to receive a letter from the Certification department within the Registrar’s Office stating that they are enrolled for the period of Dissertation Research/Writing.
   D. Students must take a copy of the approved form to the Graduate Library to retain their Library privileges. An approved form must also be taken to Parking Services to purchase a parking permit.
   E. Students would need to purchase passes to use CCRB/intramural sports centers.

V. Miscellaneous
   A. Dissertation Research/Writing is NOT retroactive for any reason.
   B. It is not usually necessary for students to use Dissertation Research/Writing for the Spring, Summer or Spring/Summer terms. Those terms are considered “vacation” for most purposes, including immigration.
   C. To cancel an approved period, submit a new form with “cancel” written clearly on it and the appropriate terms in the Planned Activities section. Note that any cancellations may effect the immigration status of the student.
   D. Approved Dissertation Research/Writing periods do not appear on the unofficial transcript, but rather in the Student Group panels of Wolverine Access.
   E. Students will not be approved for Dissertation Research/Writing during the “grace period” to complete D.M.A. degree requirements.