This form is to be used to change students in All But Dissertation status between in Residence and in Absentia. In most cases, All But Dissertation status in Absentia is not a legal status for International Students. International Students are required to consult their home departments and the Office of International Education to see if they qualify for All But Dissertation status.

**STUDENT INFORMATION**

Student Andrew ID: ____________________________ or Student ID Card #: ____________________________

Student Name: ____________________________

Home College: ____________________________

Department: ____________________________

I wish to be considered:

- All But Dissertation: ____________ in residence (ABD)
- All But Dissertation: ____________ in absentia (ABS)
- Effective Semester: ____________

If in Portugal Programs:

- All But Dissertation: ____________ in residence (ABP) in Pittsburgh
- All But Dissertation: ____________ in residence (APP) in Portugal
- All But Dissertation: ____________ in absentia (ASP)

Student Signature: ____________________________ Date: ____________________________

**DEPARTMENT INFORMATION**

Department Head Authorization: ____________________________ Date: ____________________________

First admitted into doctoral program: ____________________________

Semester: ____________ Year: ____________

Doctoral student status will lapse at the end of: ____________________________

Semester: ____________ Year: ____________

Date student changed status (REQUIRED): ____________________________

**UNIVERSITY REGISTRAR’S OFFICE USE ONLY**

Semester: ____________ Program changed from: ____________ To: ____________ Initials: ____________ Date: ____________

Tuition Adjustment Approval for ABD to ABS

Semester: ____________ Tuition Adj.: ____________% Fees: ____________ Semester: ____________

Assistant Registrar Signature: ____________________________ Date: ____________________________

Tuition Adjusted

Adj. Tuition % noted above: [ ] No Tuition Adj. Necessary: [ ] Fee Removal Approval: [ ]

Database Coordinator Signature: ____________________________ Date: ____________________________