



**Missouri State**  
UNIVERSITY

**Exemption to Full Time Enrollment Requirement for  
Graduating Seniors**

(12 undergraduate hours is considered full time)

Students: **This form is to be used for Missouri State University funded scholarships only.** If you are in your final semester before graduation, have remaining scholarship eligibility and will be less than full time, complete this form and have your academic advisor sign off to verify your credit hours remaining.

1. Student Information (To be completed by the student):

Name: \_\_\_\_\_ Bear Pass Number: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Circle the semester to which this form applies: Fall Spring Graduation Date: \_\_\_\_\_

Missouri State credit hours you will be registered in during your final semester: \_\_\_\_\_

Student Signature

Date

2. Advisor endorsement (To be completed by academic advisor):

As the academic advisor to \_\_\_\_\_, I hereby certify that this student need only complete \_\_\_\_\_ hours in order to graduate on the above specified date.

Signature of Academic Advisor

Date

Print name: \_\_\_\_\_

Phone: \_\_\_\_\_ Department: \_\_\_\_\_

3. To be completed by the Office of Student Financial Aid:

Approved \_\_\_\_\_ Denied \_\_\_\_\_

Signature of Financial Aid Representative

Date

Student must submit completed form to:  
Office of Student Financial Aid  
901 South National Avenue, Springfield, Missouri 65897  
(417) 836-5262 (417) 283-4243 <http://www.missouristate.edu/financialaid>