

# 600 Continuous Enrollment Exception

## When to Use this Form

Doctoral students who have started taking course 600 and wish to do an internship/practicum can petition to be exempted from the Continuous Enrollment requirement for **up to three terms with maximum of 12 months at any time**. The request should describe the nature of the internship/practicum and must include justification that the internship/practicum that is integral to the program. Approval must be granted first by the student's advisor, then the Department or the Unit followed by the Graduate School. The two semesters may be separate in time or back-to-back. Students whose petition is approved need not sign up for any course work while doing the internship/practicum except international students must always check with the Center for International Education (CIE) to ensure that they remain compliant with their specific type of visa. The time limit to the degree is not extended as a result of an internship/practicum.

## Instructions for Student

1. Fill out all fields on the form, being sure to provide all requested information.
2. Be sure to provide the NetID of either your [department head](#) or your [Director of Graduate Studies](#), so that they will receive a copy of the form to approve.
3. Electronically sign the form where indicated.
4. Save the form in order to submit the form to your Director of Graduate Studies or department head and the Graduate School for approval.

If you have any questions, please contact [gsservices@utk.edu](mailto:gsservices@utk.edu).

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# 600 Continuous Enrollment Exception

First Name

\* Don

Last Name

\* Student

Student ID (If known)

000998999

Email

\* dstudent@utk.edu

## Exemption

List the dates of the Internship/ Practicum

Description of Internship/ Practicum

Justification for Exemption

Letter from the internship or practicum site/supervisor

Browse...

No file selected.

*Files over 25 MB will not be accepted*

For international students: I have checked with CIE to ensure that I am in compliance with my visa

Department Head/Director of Graduate Studies NetID

\*

If you know who your department head is, you can visit the Graduate School to [look up the head of your department](#) and get the NetID. If you do not know who your Director of Graduate Studies is, you can visit the Graduate School's [roster of Directors of Graduate Studies](#) to get their NetID.

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# Electronic Signature

Please read the [Disclosure / Consent](#) before you sign your form electronically.

Typing your name exactly as it appears below signifies you are completing this form using an electronic signature. By signing electronically, you are certifying that you have read and understand the Disclosure/Consent and agree to electronically sign. You also agree to receive required disclosures or other communications related to this transaction electronically.

To continue with the electronic signature process, please enter your name and click the "Sign Electronically" button to save your information and submit your electronic signature.

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Sign Electronically

If you would like to opt out of electronic signature, please click the "Opt out and print" link below to save your information and print a local copy for your signature.

[Opt out and print](#)