

Appendix b: Forms and Information Updated September 2009

Index of GS Forms

Form	Name
GS Form 1	Guide for Applying to Graduate Study
GS Form 2	Application for Graduate Study Checklist
GS Form 3	International Preliminary Checklist for Graduate Study
GS Form 4	Graduate Application Deadlines 2009-2010
GS Form 5	Notification of Integrated or Joint Program Status
GS Form 6 and 6a	Application to Resume Graduate Study
GS Form 7	Request to Change Degree Level
GS Form 8	International Student Transfer/Release Form
GS Form 9	Cardon International Sponsorship Program
GS Form 10	Graduate Studies Request for DS-2019
GS Form 11	Financial Requirements for International Integrated MAcc or MISM Applicants
GS Form 12	BYU-Hawaii Alumni International Graduate Scholarship Application
GS Form C	Letter of Recommendation for Graduate School
GS Form D	Additional Department Requirement Submission Form
GS Form E	Ecclesiastical Endorsement
GS Form I-1	Financial Certification Form
GS Form I-2	Contract of Support

Current GS forms are located at <http://www.byu.edu/gradstudies/forms/forms.php?s=gsforms>

Appendix b: Forms and Information

Index of ADV Forms

Form	Name
ADV Form 2a	Petition for Graduate Full-time Status
ADV Form 3	Program of Study
ADV Form 3b	Program of Study Change
ADV Form 3c	Graduate Student Special Registration
ADV Form 3d	Graduate Degree Course Challenge Examination
ADV Form 4	Minimum Registration Fee Payment
ADV Form 5	Leave of Absence
ADV Form 6	Graduate Student Request for No-Cost/No-Credit Religion Course
ADV Form 7	Departmental Request to Expire (Terminate) Graduate Status
ADV Form 8	Graduation Deadlines for Graduate Students 2009-2010 School Year
ADV Form 8a	Application for Graduation
ADV Form 8b	Evaluation of Written Examination
ADV Form 8c	Departmental Scheduling of Final Oral Examination (Masters and Doctoral)
ADV Form 8d	Approval for Submission of Dissertation, Thesis, or Selected Project
ADV Form 8e	Request to Secure Thesis or Dissertation
ADV Form 8f	Copyright Information Pertaining to Dissertations, Theses, and Selected Projects
ADV Form 9doc	Committee Member Evaluation of Final Oral Examination - Doctoral
ADV Form 9	Committee Member Evaluation of Final Oral Examination - Masters
ADV Form 10	Report of Committee Action for Final Oral Examination
ADV Form 11	Minimum Standards for Submitting Dissertations, Theses, or Selected Projects
ADV Form 11a	Sample Minimum Standards for Submitting Dissertations, Theses, or Selected Projects
ADV Form 11b	Preliminary Pages Template - Thesis
ADV Form 11c	Preliminary Pages Template - Selected Project
ADV Form 11d	Preliminary Pages Template - Dissertation
ADV Form 12a	Student Thesis Submission Checklist
ADV Form 12b	Student Dissertation Submission Checklist
ADV Form 13	Publishing Your Doctoral Dissertation with UMI Dissertation Publishing

Current forms are located at <http://www.byu.edu/gradstudies/forms/forms.php?s=advforms>

Index of OGS Forms

Form	Name
OGS Form 1	Fee Payment - Department
OGS Form 2	Petition for Exception
OGS Form 3	Personnel Change Form

Current forms are located at <http://www.byu.edu/gradstudies/forms/forms.php?s=ogsforms>

Index of All Forms in Alphabetical Order

Form	Name
GS Form D	Additional Department Requirement Submission Form
GS Form 2	Application for Graduate Study Checklist
ADV Form 8a	Application for Graduation
GS Form 6 and 6a	Application to Resume Graduate Study
ADV Form 8d	Approval for Submission of Dissertation, Thesis, or Selected Project
GS Form 12	BYU-Hawaii Alumni International Graduate Scholarship Application
GS Form 9	Cardon International Sponsorship Program
ADV Form 9doc	Committee Member Evaluation of Final Oral Examination - Doctoral
ADV Form 9	Committee Member Evaluation of Final Oral Examination - Masters
GS Form I-2	Contract of Support
ADV Form 8f	Copyright Information Pertaining to Dissertations, Theses, and Selected Projects
ADV Form 7	Departmental Request to Expire (Terminate) Graduate Status
ADV Form 8c	Departmental Scheduling of Final Oral Examination (Masters and Doctoral)
GS Form E	Ecclesiastical Endorsement
ADV Form 8b	Evaluation of Written Examination
OGS Form 1	Fee Payment - Department
GS Form I-1	Financial Certification Form
GS Form 11	Financial Requirements for International Integrated MAcc or MISM Applicants
GS Form 4	Graduate Application Deadlines 2009-2010
ADV Form 3d	Graduate Degree Course Challenge Examination
ADV Form 6	Graduate Student Request for No-Cost/No-Credit Religion Course
ADV Form 3c	Graduate Student Special Registration
GS Form 10	Graduate Studies Request for DS-2019
ADV Form 8	Graduation Deadlines for Graduate Students 2009-2010 School Year

Current forms are located at <http://www.byu.edu/gradstudies/forms/forms.php>

Application and Graduate Study (Form 1a)

Index of All Forms in Alphabetical Order

Form	Name
GS Form 1	Guide for Applying to Graduate Study
GS Form 3	International Preliminary Checklist for Graduate Study
GS Form 8	International Student Transfer/Release Form
ADV Form 5	Leave of Absence
GS Form C	Letter of Recommendation for Graduate School
ADV Form 4	Minimum Registration Fee Payment
ADV Form 11	Minimum Standards for Submitting Dissertations, Theses, or Selected Projects
GS Form 5	Notification of Integrated or Joint Program Status
OGS Form 3	Personnel Change Form
OGS Form 2	Petition for Exception
ADV Form 2a	Petition for Graduate Full-time Status
ADV Form 11d	Preliminary Pages Template - Dissertation
ADV Form 11c	Preliminary Pages Template - Selected Project
ADV Form 11b	Preliminary Pages Template - Thesis
ADV Form 3	Program of Study
ADV Form 3b	Program of Study Change
ADV Form 13	Publishing Your Doctoral Dissertation with UMI Dissertation Publishing
ADV Form 10	Report of Committee Action for Final Oral Examination
GS Form 7	Request to Change Degree Level
ADV Form 8e	Request to Secure Thesis or Dissertation
ADV Form 11a	Sample Minimum Standards for Submitting Dissertations, Theses, or Selected Projects
ADV Form 12b	Student Dissertation Submission Checklist
ADV Form 12a	Student Thesis Submission Checklist

Current forms are located at <http://www.byu.edu/gradstudies/forms/forms.php>

Graduate Research Fellowship Award

The Graduate Research Fellowship award is a university award sponsored by Graduate Studies and is designed to support thesis and dissertation research and to encourage independent research, scholarly, and creative activity among graduate students. Two levels of award are granted: Doctoral, \$6,000; Master's, \$4,500, to be awarded in the following academic year. The award is to be used in support of students' research and creative work.

All graduate students matriculated into a graduate program are eligible to apply. Those working toward doctoral degrees are eligible if they will have completed at least one year of graduate school. Master's degree candidates must have been matriculated in their programs on or before Fall semester. It is expected that the research funded by the Graduate Research Award will support the dissertation, thesis or project. Students in non-thesis programs may also apply, however. Recipients must be in good academic standing, making satisfactory progress toward completion of the degree. It is intended that the award is for proposed research, or for work in the initial stages, not for work completed or nearing completion. The funds are dispersed the following academic year. As students near the completion of their research and before graduating from BYU, a final report must be submitted to the Dean of Graduate Studies.

The application consists of the following:

- **The Online Application**
Access the online application form and click on Apply for GRAD Grant. On this form the applicant answers questions, identifies the advisor as well as others who will provide letters of recommendation. The student then uploads the actual proposal. Once the application is submitted, the applicant cannot make changes.
- **The Research/Creative Work Proposal**
This is an eight-page (approximately) double-spaced Word, WordPerfect, or PDF document that is uploaded as part of the online application. Included in the proposal should be clear statements of 1) the purpose of the project, 2) essential features of the methodology, 3) projected results, and 4) its potential impact/value/importance of the project. All materials should be written in language and style easily understood by reviewers outside the applicant's discipline.
- **Three Letters of Recommendation**
One of the letters of recommendation must come from the applicant's advisor and two others from BYU faculty who are familiar with the applicant's project and academic performance.

Announcement of the award recipients will be made before the end of Spring Term.

Imaged Documents and Forms

Form ID	Form Name	Imaging ID
	Application and Departmental Recommendation to Resume Graduate Study	GRSResumeGS
	Graduate Student Special Registration	GRSReg
ADV Form 2a	Petition for Graduate Full-Time Status	GRSF/T
ADV Form 3	Program of Study for Graduate Students	GRSStudyList
ADV Form 3b	Request for Program of Study Change	GRSStudyList
ADV Form 3d	Graduate Degree Course Challenge Examination	GRSChalngExam
ADV Form 7	Departmental Request to Terminate Graduate Study	GRSTerm
ADV Form 8a	Application for Graduation	GRSGradtnAppl
ADV Form 8b	Evaluation of Written Examination	GRSExams
ADV Form 8c	Departmental Scheduling of Final Oral Examination (Master's and Doctoral)	GRSExams
ADV Form 8d	Departmental Approval for Submission of Dissertations, Theses, or Selected Projects	GRSBindingFee
ADV Form 8e	Request to Secure Theses and Dissertations	GRSBindingFee
ADV Form 10	Report of Committee Action for Final Examination*	GRSExams
GS Form 6a	Reapplication Honor Code Commitment and Confidential Report	GRSResumeGS
GS Form 7	Request to Change Graduate Degree Level	GRSFormA
GS Form A	Application for Admission to Graduate Study	GRSFormA
GS Form E	Honor Code Commitment and Confidential Report	GRSFormB
GS Form I-1	Financial Certification Form	GRSIntlDocs
GS Form I-2	Contract of Support	GRSIntlDocs
I-20	Certificate of Eligibility for Nonimmigrant (F-1) Student Status	GRSIntlDocs
GS Form P	Program and Fee Payment	GRSFee
OGS Form 2	Petition for Exception	GRSPetition