

### Petition to Achieve Support Status

The Jackson School admits a number of graduate students without a guarantee of institutional support in the form of a T.A., R.A., or fellowship. Unsupported admission results from a variety of reasons such as when students enter the program with their own source of support or enter the M.A. program and are not eligible for support. We recognize that the status and situation may change for these students, and that there should be a mechanism to change the support category. This policy statement provides the procedure for a student to change from unsupported to supported status.

**Deadline:** Petitions for a change of status for the subsequent academic year must be received by the Graduate Advisor no later than May 1 of each year.

**Format:** The petition must include the following:

**Justification:** A detailed statement of why the student feels his or her support status should be changed. Examples of justifications are loss of external support or proven academic achievement.

**Academic Plan:** A timetable with supporting detail that provides the schedule to graduation. This allows the Jackson School to determine the cost of support, should it be granted. The petitioner will not be allowed to extend the schedule at a later date.

**Letters of Support:** Letters of support should be submitted by the student's supervisor. Special attention will be paid to additional letters submitted by other Jackson School faculty and research personnel who have direct knowledge of the petitioner's academic circumstances and other relevant issues.

**Decision:** The Graduate Advisor will forward the petition(s) to the Dean, who will make the final decision. This process will be completed by May 15 of each year, and the petitioner will be informed of the outcome by the Graduate Advisor.