

# Signature Authorization Form 2009-2010

for Graduate Admissions, Appointments, Degrees & Fellowships use

Major: \_\_\_\_\_  
(please complete a separate form for each major.)

The advisers whose signatures appear below must have appointments approved by the Graduate Division or the Office of Equity & Inclusion in the case of the Equity Adviser. Documents submitted to Graduate Division with unofficial signatures or signature stamps will not be processed. Please return the completed form to *Graduate Services, 318 Sproul Hall, MC 5900* by August 21, 2009 at the latest. We would appreciate early submissions!

All recommendations for **admission** to graduate standing must be signed by the Head Graduate Adviser or by his/her designee listed below. Exceptions for admission and requests for deferral must be signed by the Head Graduate Adviser *only*. All **degrees** petitions (e.g., readmission, change or addition of major or degree goal, applications for qualifying examination and dissertation committees, etc.) and **appointment**-related exceptions must be signed by the Head Graduate Adviser or the authorized delegate as shown below. Acting Instructor-Graduate Student appointment requests must be signed by the Department chair *only*. All forms related to University **Fellowship** Competition nominations, block grant requests, and Departmentally Restricted requests must be signed by the Chair of the Department, Equity Adviser, or the authorized delegate as shown below.

<u>Name (print)</u>	<u>Role/Position</u>	<u>Signature</u>	<u>Term(s)</u>
	Dean/Chair		<input type="checkbox"/> Fall ____ <input type="checkbox"/> Spring ____
	Head Graduate Adviser		<input type="checkbox"/> Fall ____ <input type="checkbox"/> Spring ____
	Equity Adviser		<input type="checkbox"/> Fall ____ <input type="checkbox"/> Spring ____

Individuals listed above may also authorize additional delegates to sign on their behalf (optional). Please check appropriate area of authorization and cross through unused boxes.

<u>Name and Title (print)</u>	<u>Authorized to sign:</u>	<u>Delegate's signature</u>	<u>Term(s)</u>
	<input type="checkbox"/> Admissions <input type="checkbox"/> Appointments <input type="checkbox"/> Degrees <input type="checkbox"/> Fellowships		<input type="checkbox"/> Fall ____ <input type="checkbox"/> Spring ____
	<input type="checkbox"/> Admissions <input type="checkbox"/> Appointments <input type="checkbox"/> Degrees <input type="checkbox"/> Fellowships		<input type="checkbox"/> Fall ____ <input type="checkbox"/> Spring ____
	<input type="checkbox"/> Admissions <input type="checkbox"/> Appointments <input type="checkbox"/> Degrees <input type="checkbox"/> Fellowships		<input type="checkbox"/> Fall ____ <input type="checkbox"/> Spring ____
	<input type="checkbox"/> Admissions <input type="checkbox"/> Appointments <input type="checkbox"/> Degrees <input type="checkbox"/> Fellowships		<input type="checkbox"/> Fall ____ <input type="checkbox"/> Spring ____

**Dean/Chair and Head Graduate Adviser: indicate your approval of authorized individuals by signing and dating this document.**

Dean/Chair: \_\_\_\_\_ Head Graduate Adviser: \_\_\_\_\_ Date: \_\_\_\_\_