



# PH.D. STUDENT NON-ENROLLMENT CERTIFICATION FORM 2021–2022

## CHILD CARE SUBSIDY PROGRAM

Non-enrolled students in doctoral programs may be eligible for University of Michigan Child Care Subsidy funds if they are actively pursuing research or completing a dissertation, and their academic pursuits equate to at least half-time enrollment. This form must be submitted by non-enrolled students to document their academic activities and determine their eligibility for the Child Care Subsidy. The other acceptable non-enrollment status is Detached Study, which must be officially recorded by your academic unit and the Office of the Registrar.

- Note: The estimated cost of attendance (budget) for non-enrolled students who qualify for the Child Care Subsidy will not include tuition and fees.
- After completing this form, please submit it to the Office of Financial Aid at the address listed at the top of the page.

\_\_\_\_\_  
Student's name (last, first, middle initial)

\_\_\_\_\_  
U-M ID number (eight digits)

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**NON-ENROLLMENT CERTIFICATION** (TO BE COMPLETED BY THE DEPARTMENT CHAIR OR DISSERTATION COMMITTEE CHAIR)

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**A.** The above-named student's non-enrollment status will occur during the following term(s):

Fall \_\_\_\_\_ (year)    Winter \_\_\_\_\_ (year)  
Spring \_\_\_\_\_ (year)    Summer \_\_\_\_\_ (year)    Spring/Summer \_\_\_\_\_ (year)

**B.** This student will not be enrolled, but is a student in a doctoral program who will be participating in one of the following:

- Preparing for preliminary examination (month/year of tentative exam date \_\_\_\_\_ )
- Conducting research for Ph.D. dissertation
- Working on Ph.D. dissertation

**C.** Will this student's effort equate to at least half-time enrollment?    Yes    No

*I certify that the above-named student is currently in good academic standing in his or her program of study. This student is making satisfactory academic progress toward the completion of his/her program, as measured by the standards for this program and the student's University of Michigan school or college.*

\_\_\_\_\_  
Signature of Department or Dissertation Chair (typed signatures are acceptable)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Telephone number

\_\_\_\_\_  
Email address