

***IN ABSENTIA* REGISTRATION**

For deadlines, visit the [Registrar's Calendars & Deadlines](#) or [Graduate Division](#) calendar

Graduate students whose *research must be conducted* outside of California may be eligible for *in absentia* registration. *In absentia* registration reduces the Student Services Fee, Tuition, and Campus Based Fees by 85%. This reduction is not applied to other fees, notably Non-Resident Supplemental Tuition (NRST) and graduate student health insurance.

Eligibility criteria for *in absentia* registration:

Student's Research or coursework

- Must be of a nature that makes it necessary to be completed *outside of California* for the full academic quarter
- Must be directly related to the student's degree program as evidenced by faculty approval
- Must involve only indirect supervision appropriate to evaluating the student's academic progress and performance from UC faculty during the *in absentia* period
- Must be enrolled full-time (minimum of 8 units)

Doctoral students

- Must be advanced to candidacy by the time *in absentia* status would begin
- May only use *in absentia* for a maximum of two years, with second year requiring the Graduate Dean's approval

Master's and graduate professional students

- Must have completed at least one year of coursework by the time *in absentia* status begins.
- May only use *in absentia* for a maximum of one year

Terms and Conditions of *In Absentia* Registration

International students must secure OISS approval on the *In Absentia* Petition.

Filing Leave of Absence: After taking the one-time filing leave quarter students are not eligible to register *in absentia*.

Exceptions to policy: Student's Research Advisor/Committee Chair must attach a detailed statement of support for:

- *In absentia* registration request beyond the first three quarters
- A terminal master's student who has not completed one year
- A doctoral student who has not advanced to candidacy

Students registered *in absentia*:

- **Are** eligible for University fellowship support, University research grants, and financial aid.
- **Are** eligible to hold a GSR appointment. Students must contact the [Graduate Division](#) Employment Analyst if being employed as GSR.
- **Are not** eligible to hold student academic (TA, Reader, Tutor) or other student appointment titles.
- Remain covered by the student health insurance program.
- Maintain borrowing privileges at the Davidson Library.

Campus housing may be affected if registering *in absentia*. Students living in campus housing should contact the housing office for information prior to submitting an *in absentia* request.

Frequently Asked Questions

- Can I take my doctoral qualifying exams while registered *in absentia*?
No, In Absentia status means that you are away from campus for the entire term.
- I am not yet advanced to doctoral candidacy but my research is taking me outside California. Can I use *In Absentia* registration?
Possibly. Your Research Advisor/Committee Chair must submit a detailed exception request for the Graduate Dean's review.
- I am in a master's program and want to do an exchange program outside California prior to completion of my first year. Can I use *In Absentia* registration?
Possibly. Your Research Advisor/Committee Chair must submit a detailed exception request for the Graduate Dean's review.
- Can I take a filing leave of absence the quarter following *in absentia* status?
Yes. A leave of absence may be requested as long as a student is registered the previous quarter.
- My dissertation chair and I will both be in Europe conducting research at CERN. Can I use *In Absentia* registration?
*No. Policy states that there must be no significant studying or in-person collaboration with UC faculty during the *In Absentia* period.*
- I am enrolled in an independent study course this summer. I will be out of the country for the entire six week session. Can I register *in absentia*?
No. In absentia registration is for the regular academic year only (Fall, Winter, or Spring quarters)

