

## Change Expected Graduation Term or Amend the ATC (PhD Students)

**PhD students should file this form to:**

- Change your expected graduation term in HUB. Students beyond the degree time limit (seven years from matriculation in the PhD program) should instead file an Extension of Time Limit form ([buffalo.edu/grad/forms/extension.html](http://buffalo.edu/grad/forms/extension.html)).
- Change your major advisor and/or dissertation committee members.

**Student information:**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

UB Person Number: \_\_\_\_\_ Email: \_\_\_\_\_

Department: \_\_\_\_\_

**Requested Action:**

\_\_\_\_\_ **Update expected graduation term to:**

\_\_\_\_\_ Feb. 1 (fall) \_\_\_\_\_ June 1 (spring) \_\_\_\_\_ Aug. 31 (summer) \_\_\_\_\_  
YEAR YEAR YEAR

Reason for change: \_\_\_\_\_

**Future Registration, if applicable:**

Add/Delete	Course Title	Course Number	Semester/Year	Credits

**Student Oath:** With my signature below, I confirm that I am aware of all required graduation materials and the submission deadline for my new graduation date ([buffalo.edu/grad/succeed/graduate/requirements.html](http://buffalo.edu/grad/succeed/graduate/requirements.html)). If I fail to submit the required materials on time, I understand that my degree will not be awarded on that date and I will need to file another form to update my HUB record. I understand that continuous registration is required each fall and spring term until my degree is awarded. Students in F-1 or J-1 visa status who are graduating Aug. 31 may be required by immigration regulations to also register in the summer preceding graduation and are urged to contact International Student Services.

Is full-time certification needed? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, indicate reason:

Immigration status \_\_\_\_\_ Assistantship \_\_\_\_\_ Financial Aid \_\_\_\_\_ Loan Deferral \_\_\_\_\_

\_\_\_\_\_ **Change major advisor and/or dissertation committee members(s):**

\_\_\_\_\_

**Required Approvals (Print Name, Sign and Date)**

Student: \_\_\_\_\_  
Print Name Signature Date

Major Advisor: \_\_\_\_\_  
Print Name Signature Date

Dir. Of Grad. Studies/Dept. Chair: \_\_\_\_\_  
Print Name Signature Date

**Submit complete form to the Graduate School: [grad@buffalo.edu](mailto:grad@buffalo.edu)**

**For Graduate School Use Only:** Approved \_\_\_\_\_ Denied \_\_\_\_\_ PDB \_\_\_\_\_ HUB \_\_\_\_\_ Email \_\_\_\_\_ Revised 6/24