Application for Change of Program to Internship Option
Master of Science in Finance
Simon School of Business
University of Rochester
Simon Registrar’s Office, 305 Schlegel Hall
Rochester, NY 14627

Directions:
- Complete this form if you are enrolled in the Master of Science in Finance program and you are changing your program to the internship option.
- Please note that this change will affect the date your degree is awarded. Students who complete requirements at the end of fall will have their degree awarded the following March, but can still participate in the June Commencement Ceremony before they complete their degree requirements.
- The Registrar’s Office will adjust your graduation term and graduation year in the student records system if you are selecting the internship program option. Your status will remain full-time in your final quarter at the Simon School and you will be charged all full-time fees.
- Return the completed form before the end of the spring quarter add/drop period to Student Services in Schlegel 202. Late applications will not be considered for a program change.

| Student Name: ____________________________ | Today’s Date: ____________ |
| University ID#: __________________________ |

MS in Finance students who choose to extend their program must select one of the following three tracks. Students will have until the last day of the Add/Drop period in their final Fall Quarter to make any changes to their extension track:

- **In Residence (completion of course while at Simon School)**
  Students who choose this option will return to Simon in September to complete their graduation requirements. International students who register for this option will be expected to maintain a Rochester-based address but may be eligible for off-campus work authorization at the same time, with academic approval. Students need to register for a class online during the fall quarter add/drop period. Students may be eligible to take a FIN 441 C/D course on a case by case basis. Enroll/waive health insurance is required.

- **In Absentia (residence in another U.S. location, Will complete final course remotely)**
  International and domestic students who wish to complete their final required course in another location within the U.S. will need to register for this option. FIN 441 C/D options will be available as a final class and will be overseen by a current Simon PhD student. Students must update their address information within 10 days of moving to reflect their new residence. Students must register online for FIN 441 C/D before the last day of the fall quarter add/drop period. Each course will be capped and students will be enrolled on a first come, first serve basis. Enroll/waive health insurance is required.

- **Abroad (departure from US to complete final course overseas)**
  Students who plan to complete their remaining course outside the U.S. need to register for this option and will also need to request authorization for Graduate Research Abroad by contacting ISO. FIN 441 C/D options will be available as a final class and will be overseen by a current Simon PhD student. Students must register online for FIN 441 C/D before the last day of the fall quarter add/drop period. Students will be enrolled on a first come, first serve basis. Each course will be capped and students will be enrolled on a first come, first serve basis. Student Health Plan optional. Contact insurance@uhs.rochester.edu if coverage is desired.

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☐ I have consulted with the Career Management Center, International Student Office (for international students), Admissions office (scholarship), University Health Services, and Financial Aid offices. I also understand all details as described on the MS Finance Internship/Extension Option policy.

| Student Signature | Date |

Registrar’s Office Use Only:
Date received: ____________
Date processed: ____________