

# Botany 700F MS Plan A Students

## Background

If you enroll in one credit of Botany 700F you are considered a full time student. This is a very efficient way to satisfy a full-time enrollment requirement if, for example, you are spending your last semester or two doing field research or writing a thesis,.

## Constraints

In order to enroll in Botany 700F, you must have completed

- All necessary course work.
- Your requirement of BOT 610 plus giving a lecture.
- All necessary 699 credits.
- Form I.
- Form II.

## Procedure:

Contact the Graduate Chair to declare your intent to enroll in 700F. The Graduate Chair will write a memo to the Graduate Division to state that you have completed the requisite number of 699 and 700, to convert the necessary 699 to 700, and will inform them if the second BOT 610 was waived by the program.

Download the form petitioning to enroll in 700F at the graduate division site (<http://www.hawaii.edu/graduate/download/forms/master/700f.pdf>), fill it out, and return it to graduate division (3rd floor, Spalding). It does not need the Graduate Chair's signature.

When the Graduate Division confirms all that you have successfully met the requirements, they will e-mail the CRN number to you for registering in 700F.

If you intend to enroll in Botany 700F in subsequent semesters, you do not need to redo the paperwork. Just contact the Graduate Division Records Office by phone (or stop by) and they will tell you the appropriate CRN number.