

Extension of Graduate Studies Petition

Student's name: _____ Student ID: _____

Student's degree program: _____ Type: ___ MS ___ PhD

A Master of Science degree program must be completed within five (5) calendar years dating from student's formal entrance into a degree-seeking program. A Doctor of Philosophy degree program must be completed within eight (8) calendar years.

A student may petition the Dean of Graduate Education for an extension to the 5 or 8 year time limit. Petitions will be granted for a maximum of one year. If the student does not complete the degree by the agreed upon date, the student's program of study may be terminated.

Date of initial enrollment: _____

Estimated date of program completion: _____

Reason for extension:

Student Signature

Print name

Date

Courses taken by the student at any institution that are requested to be part of the degree program and that were taken more than five years (Masters programs) or 8 years (Ph.D. programs) prior to the date of anticipated graduation must be reviewed by the student's major department/program for possible acceptance.

Please check one:

- Extend the expiration date of ALL the student's courses for this degree.
 These courses must be retaken, or new courses are required: (list)

Advisor/Major Professor Signature

Print name

Date

Dept Head or Program Coordinator Signature

Print name

Date

Dean of Graduate Education Signature

Print name

Date