

Petition to request an Extension of the Time of Limitation

Requests must be petitioned using this form

- The purpose of the time limitation is to avoid undue delay in the completion of the degree requirements and to insure that course work and research is not outdated before the degree is granted.
- For the doctoral degree, no more than seven years may elapse between initial admission and conferring of the degree.
- For the Master of Science degree, no more than five years may elapse between beginning of the program and conferral of the degree.
- If these time limits are exceeded, the degree is not awarded unless there is permission by petition to the Dean of the College of Graduate Studies.

Last Name _____ First Name: _____

Program _____ Degree: Ph.D. _____ MS _____

UPDATED Anticipated Conferral Date: December _____ May _____ August _____

ATTACHMENTS: A written statement documenting the following must be attached:

- 1) the cause of delay in completion;
- 2) a detailed description of work completed thus far;
- 3) a detailed completion plan of work to be completed from now until new anticipated completion date;
- 4) a written endorsement from your Advisor regarding work completed thus far and feasibility of your completion plan.

(Student): With my signature below, I confirm that I am aware of all required conferral materials and submission deadline for my new conferral date. I understand that if I fail to submit the required materials on time, the degree will not be awarded.

Student's signature _____ Date _____

Required Approvals:

Advisor _____ Date _____
Print Name Signature

Program Director _____ Date _____
Print Name Signature

FINAL ACTION TAKEN: APPROVED DENIED

Dean _____ Date _____
Print Name Signature