Extension of Graduate Studies Petition

Student's printed name: _____ Student ID: _____

Student's degree program: _____ Type: ___M.ENG ___ MS ___PhD

A Master of Science or Masters of Engineering 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 by one year.
☐ Specific expired courses that will be accepted are annotated on an attached audit.

_____ _____ _____
Advisor/Major Professor Signature Print name Date

_____ _____ _____
Dept Head or Program Coordinator Signature Print name Date

_____ _____ _____
Dean of Graduate Education Signature Print name Date