



Request for Extension of Time for Degree Completion

This form is required for PhD graduate students intending to enroll full-time beyond their allowed time to degree (7 years)

Student

Student Name: Last, First, Middle Initial (Print) SIS ID (7 digits):

Degree Program:

Extension requested through Fall Spring Summer Year Planned Enrollment Off-Grounds On-Grounds

Attach required documentation:

- Statement of progress during the previous two terms
Detailed academic plan (month by month) for the period of the proposed extension indicating when remaining components of the dissertation or thesis will be completed.

Mentor

I have reviewed all written material cited by this student as progress during the previous two terms.
This student exhibits a commitment to full-time dissertation and writing.
This student's academic plan for the period of the extension is appropriate and feasible.

Comments:

Mentor (Print)

Signature

Date

Director of Graduate Studies

The graduate faculty in our program support this request for an extension of time to complete the degree.

Director of Graduate Studies (Print)

Signature

Date

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Semester Admitted: First Semester of PhD Beginning Academic Level: PhD Masters

Has the student had any breaks in enrollment? No Yes List semesters in which student was not enrolled

Total Years Student has been working toward obtaining a degree (excluding Years of Leave):

Number of Previous Extensions Last Approved Extension Date

Extension Approved through Fall Spring Summer Year
Extension Denied

Dean Comments:

Signature of Associate or Assistant Dean (BIMS)

Date

Please submit this completed form to your BIMS Administrator.