Degree Time Limit Extension Form

*The Degree Time Limit Extension Form must be completed for all qualifying students who exceed the 6-year time limit period for degree completion (7-year time limit for degree programs in education and 8-year limit for the Ph.D. in Psychology: Consciousness and Society).

**Instructions:**
1. Student completes **Part 1** and submits form and a letter of appeal to their Program Director
2. Program Director makes a determination, completes **Part 2** and forwards for final approval
3. Completed form with all signatures is submitted to the Registrar’s Office in Parker Hall

**Part 1: Completed by Student**

<table>
<thead>
<tr>
<th>Name: __________________________</th>
<th>ID#: ___________</th>
<th>Phone: ______________________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Degree: ________________________</td>
<td>Major: ___________________________</td>
<td></td>
</tr>
</tbody>
</table>

* A letter of appeal must be attached prior to submission

**Part 2: Completed by Program Officials**

**Extension Decision:**

- [ ] Approved  [ ] Denied  Original Date of Admittance: _____________

If approved, reason for extension:

- [ ] *Extraordinary Circumstance  [ ] Military Services

*Comments:______________________________________________________________

______________________________________________________________

Revised Completion Deadline Date: _____________

**Signature Approval:**

__________________________________________  ______________________
Program Director  Date

__________________________________________  ______________________
Director of Graduate Studies (College or School of Nursing)  Date

*If the Program Director and Director of Graduate Studies are the same, then the Dean's signature is required.

GSA’s Initials: _________________  Date: _________________  Rev: 09/11