

Students who have not completed all degree requirements before their MRP/Thesis submission deadline may request an extension of one-term. An extension will be considered provided that they have applied as required within the time limit and provided that the degree requirements can be reasonably completed within a one-term period.

Please be advised: if your extension is approved, you will be billed one-term of tuition

Section 1: (To be completed by Student)

First Name: _____
Last Name: _____
Student Email: _____
Student ID Number: _____
Department: _____
Degree: _____
Date of First Registration in this Degree Program: _____
month Year
Name of Research Supervisor: _____
(print)
MRP/Thesis Title:

I understand that by signing below I give permission to be registered in the following term and billed the term tuition rate.

Student Signature: _____ Date: _____
(mm/dd/yyyy)

Section 2: To be completed by the Research Supervisor in support of this request.

This section also requires the signatures of the Graduate Advisor/Chair and the Dean/Director of Graduate Studies.

State the reasons for the failure to complete the degree requirements to date:

What portion of this degree has been completed within the past 12 months?

Estimate the amount of work remaining to be done: (Outline a tentative timeline)

Specify any major commitments the student has undertaken which could affect the tentative timetable for the extension period: (if applicable)

Is it reasonable to expect that the work be completed within the extension period?

Section 3: Signature Area:

Research Supervisor:

Name (print)

Signature

Date

Graduate Advisor/Chair:

Name (print)

Signature

Date

Director/Dean of Graduate Studies:

Name (print)

Signature

Date

Please submit this form to the School of Graduate Studies, A340.