## Waiver of Graduate Time Limit

### STUDENT INFORMATION

<table>
<thead>
<tr>
<th>Last Name (Current Name on SB Records)</th>
<th>First Name (Current Name on SB Records)</th>
<th>Stony Brook I.D. (Not S.S. #)</th>
</tr>
</thead>
</table>

Graduate Program

Phone

SBU E-mail Address

### Requested Extension (circle/select semesters)

<table>
<thead>
<tr>
<th>From: Spring</th>
<th>Summer</th>
<th>Fall</th>
<th>To: Spring</th>
<th>Summer</th>
<th>Fall</th>
</tr>
</thead>
<tbody>
<tr>
<td>20</td>
<td></td>
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</table>

Previous extensions requested:

| Circle/Select one: | 0 | 1 | 2 | 3 | 4+ |

### POLICIES REGARDING TIME LIMITS

- The time-limit for most advanced graduate certificates is three years.
- The time-limit for a master's degree is three years for full time and five years for part time and School of Professional Development students including Post-Master’s Advanced Graduate Certificates.
- The time-limit for a doctoral degree is seven years after completion of graduate 24 credits.

Petitions for an extension of the time limit must have the approval of the student’s advisor and/or graduate program director and must contain a significant justification for the extension. If approved, the extension will be for a maximum of one semester or one year. Requests for a longer period of time may be considered in special circumstances. **Please note:** All requests beyond one semester require a contract, approved by the student’s advisor and/or graduate program director, which outlines all future milestones towards the completion of the student’s degree work (including milestone towards the completion of a dissertation) and the proposed dates by which the student should have completed these tasks.

### REASON FOR REQUEST

Briefly state the reason for the request. This field is required (and an attachment may be included).

Department Approval: _____________________

Graduate Program Director or Chair

Date: _________________

### GRADUATE SCHOOL/SCHOOL OF PROFESSIONAL DEVELOPMENT REVIEW

☐ Approved  ☐ Denied - Reason: ______________________

Graduate School/SPD Approval: _____________________ Date: _________________

Graduate School: 2401 Computer Science Bldg.
School of Professional Development: 2321 Computer Science Bldg.

It is the policy of the Graduate School & School of Professional Development to abide by University, federal, and state laws. For more information on our policies, visit the Graduate Bulletin.