

Waiver of Graduate Time Limit

STUDENT INFORMATION						
Last Name (Current Name on SB Records)	First Name (Current Name on SB Records)	Stony Brook I.D. (Not S.S. #)				
Graduate Program	Phone	SBU E-mail Address				
Requested Extension (circle/select semesters) From: Spring Summer Fall 20 To: Spring Summer Fall 20		Previous extensions requested: Circle./select one: 0 1 2 3 4+				
POLICIES REGARDING TIME LIMITS						
<ul style="list-style-type: none"> 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. The time-limit for a doctoral degree is seven years after completion of graduate 24 credits. <p> 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. </p>						
REASON FOR REQUEST						
Briefly state the reason for the request. This field is required (and an attachment may be included). 						
<table style="width: 100%; border: none;"> <tr> <td style="width: 70%; border: none;"> Department Approval: _____ </td> <td style="width: 30%; border: none;"> Date: _____ </td> </tr> <tr> <td colspan="2" style="border: none; text-align: center;"> Graduate Program Director or Chair </td> </tr> </table>			Department Approval: _____	Date: _____	Graduate Program Director or Chair	
Department Approval: _____	Date: _____					
Graduate Program Director or Chair						
GRADUATE SCHOOL/SCHOOL OF PROFESSIONAL DEVELOPMENT REVIEW						
<input type="checkbox"/> Approved <input type="checkbox"/> Denied - Reason: _____						
Graduate School Approval: _____ Date: _____						

Graduate School: 2401 Computer Science Bldg.

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