



Time Limit Exception and Completion Plan

Fill out and email the form to gradrecords@gradschool.utah.edu

Check website for details: <https://gradschool.utah.edu/navigating-grad-school/petition-for-an-extension.php>

Graduate Student Information	
Name	UID#
Current GPA	Admitted semester and year
Degree, program	Advisor's Name
Expected degree completion date	Director of Graduate Studies Name

The program of study was completed and approved by the supervisory committee and director of graduate studies/department chair.

All required preliminary exams and the department's thesis/dissertation proposal exams have been taken.

Schedule a meeting with the Graduate Coordinator in your department to ensure that the updates have been made in your Online file, Graduate Student

Summary, in Campus Information Services (CIS).

Graduate Student Completion Plan			
The completion plan lays out specific milestones leading to completion.			
Milestones for completion of degree.	Month	Date	Year
Semester and year of graduation			

Graduate Student Certification	
<p>I hereby certify that I understand the following:</p> <ul style="list-style-type: none"> Failure to complete the milestones by the specified deadline may result in the dismissal from the program (the supervisory committee would review such a situation and make a recommendation). 	
<p>_____ Signature of Student</p>	<p>_____ Date</p>

Name	UID#
Graduate Student Research Advisor Acknowledgment	
I have reviewed this request and endorse the attached Time Limit and Completion Plan agreement.	
_____ Signature	_____ Date
_____ Name	_____ Title

Department Chair or Director of Graduate Studies Acknowledgment	
I have reviewed this request and endorse the attached Time Limit and Completion Plan agreement.	
_____ Signature	_____ Date
_____ Name	_____ Title

Graduate School Approval	
I have reviewed this request.	
<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Reason for not approving:	
_____ Signature of Graduate Dean or Delegate	_____ Date
_____ Name of Graduate Dean or Delegate	_____ Title