



Request for Extension of Time for Master's Degrees

Graduate School

Instructions: Complete this form and return it to the dean's office of your school or college. Please note that schools and colleges have authority to grant a maximum extension of 1 year for a master's degree. Requests for additional time must be approved by the Graduate School.

SECTION 1: STUDENT INFORMATION

Name (Last, First and Middle)		TUid	
Current Mailing Address (including City, State and Zip Code)			
Telephone (beginning with Area Code)		Temple Email	
School or College	Program	Degree	Term and Year of Admission

SECTION 2: STUDENT STATUS

- I completed my coursework in _____ (month and year).
- I anticipate completing my coursework in _____ (month and year).

SECTION 3: STATEMENT OF EXTENSION

I am requesting an extension through <input type="checkbox"/> Fall _____ <input type="checkbox"/> Spring _____ <input type="checkbox"/> Summer _____ .
My rationale is:

SECTION 4: APPROVAL SIGNATURES

Student				Date
Advisor	Telephone	Temple Email	Date	
Department or Graduate Chair	Telephone	Temple Email	Date	
College Associate or Assistant Dean	Telephone	Temple Email	Date	

SECTION 5: GRADUATE SCHOOL APPROVAL (required only if 1-year extension by school or college is exceeded)

<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Signature of the Vice Provost	Date
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Approval cannot be assumed. You will be notified of the decision.