

**GRADUATE SPECIAL PETITION  
FIVE YEAR COMPLETION DEADLINE EXTENSION**

**INSTRUCTIONS:**

- 1.) **CLICK ON THE GRAY AREAS TO TYPE IN THE REQUIRED INFORMATION**
- 2.) **COMPLETE ALL SECTIONS OF BOTH PAGES COMPLETELY AND SECURE REQUIRED SIGNATURES. ATTACH EXTRA PAGES WHERE NECESSARY.**
- 3.) **ATTACH APPROPRIATE DOCUMENTATION**
- 4.) **PRINT AND SUBMIT PETITION TO GRADUATE OFFICE (IS-1144)**
- 5.) **THE FINAL DECISION WILL BE POSTED TO THE MEMORANDUM SECTION OF YOUR TRANSCRIPT.**

**STUDENT INFORMATION** (please print or type)

Name \_\_\_\_\_

Student Number \_\_\_\_\_ Address \_\_\_\_\_

Graduate Program \_\_\_\_\_  
City/State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Cumulative GPA \_\_\_\_\_ Earned Credits \_\_\_\_\_

Current academic status (Select one):      good standing      probation      suspension

(Continue to page 2)

**ACTION (For Office Use Only)**

Decision:               Approved               Denied

Action: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Comments/Notes:

Dean, Professional and Graduate Studies \_\_\_\_\_ Date \_\_\_\_\_

**Page 2 of 2 – Graduate Five Year Completion Deadline Extension**

**FOR THE STUDENT:** Information to be provided and questions to be addressed by the student.

Thesis Committee Chair: \_\_\_\_\_  
or  
Professional Project Advisor: \_\_\_\_\_

Have you met with your chair or advisor and discussed this extension?      Yes      No

I have a Thesis or Project Proposal on file:      Yes      No

The new completion deadline that I request is \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**FOR THE THESIS CHAIR OR PROJECT ADVISOR:**

I am confident that the student will complete all degree requirements by the requested completion date and I support this request.       Yes       No

Comments/concerns:

Chair/Advisor Signature \_\_\_\_\_ Date \_\_\_\_\_

**GRADUATE PROGRAM CHAIR:**

I support the recommendation of the Thesis Committee Chair or the Project Advisor.

Yes       No

Graduate Program Chair \_\_\_\_\_ Date \_\_\_\_\_