

**Department of Sociology, Graduate Studies Committee  
Petition to Extend Departmental Time Limits**

Students must complete all requirements for the M.A. degree (thesis or non-thesis) no more than two years from the time of first enrollment in the program. All course requirements for the Ph.D. must be completed within five semesters of first enrollment in the program at the Ph.D. level. In addition, students must satisfy the requirements pertaining to the primary field of study within one year of first enrollment in the program at the Ph.D. level and the requirements pertaining to the secondary field within one additional year. Finally, students must complete a comprehensive oral examination in which they defend their dissertation proposal within six months of having completed the requirements pertaining to the secondary field.

Students may petition for an extension of these deadlines. A letter providing an explanation of the failure to meet a given deadline and endorsed by the chair of the appropriate committee must be attached to this petition. Note that approval of a petition for an extension of departmental time limits does not imply that students will remain eligible for GTA awards or other forms of departmental financial support. On the contrary, failure to meet these deadlines typically means that students will not be considered for further departmental financial support.

Requests based on medical justifications are required to have supporting documentation from a health care professional. This statement can be as simple as a letter from the student's doctor's office stating that he/she is 'being treated', or 'under doctor's care'. The statement MUST NOT include specifics of the condition that the student is being treated for.

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Advisor:** \_\_\_\_\_

**Current Deadline:** M.A. \_\_\_\_\_ Ph.D. Coursework \_\_\_\_\_

ASD 1 \_\_\_\_\_ ASD 2 \_\_\_\_\_

Comprehensive Oral Examination \_\_\_\_\_

**Expected date requirement to be met:** \_\_\_\_\_

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

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Petition to be reviewed at the next Graduate Studies Committee Meeting on: \_\_\_\_\_

Decision: \_\_\_\_\_ Approve \_\_\_\_\_ Deny

Conditions: \_\_\_\_\_

Graduate Director's Signature: \_\_\_\_\_