# Waiver of Graduate Time Limit

## STUDENT INFORMATION

<table>
<thead>
<tr>
<th>Name</th>
<th>(Current Name on SB Records)</th>
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<th>Stony Brook I.D. (Not S.S. #)</th>
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<td>Last</td>
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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

- 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 and School of Professional Development students including Post-Master’s Advanced Graduate Certificates.
- The time-limit for a doctoral degree is seven years after completion of graduate 24 credits.

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.

## REASON FOR REQUEST

Briefly state the reason for the request. This field is required (and an attachment may be included).

## Department Approval

Department Approval: _____________________  
Graduate Program Director or Chair  
Date: _____________

## GRADUATE SCHOOL/SCHOOL OF PROFESSIONAL DEVELOPMENT REVIEW

- □ Approved  
- □ Denied - Reason: _____________________

Graduate School/SPD Approval: _____________________  
Date: _____________

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Graduate School: 2401 Computer Science Bldg.  
School of Professional Development: 2321 Computer Science Bldg.

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