



Morehead State University

Graduate Program: Request for Extension to the Maximum Time Limit

Students are assigned a catalog year based on the date of their admission to a graduate program. The catalog will expire after 10 years if the program is not completed. Students wishing to petition for additional time to complete their program due to extenuating circumstances may fill out the form below.

Please Note—an extension may not be possible if significant changes have been made to the program.

PART 1. STUDENT INFORMATION		
MSU ID#:	MSU Email: _____@moreheadstate.edu	
Student Last Name:	First:	Middle:
PART 2. DEGREE INFORMATION		
Graduate Program Name:	What Term and Year were you admitted in: <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer Year _____	
College Name:		
PART 3. EXTENSION REQUEST		
<input type="checkbox"/> Request for additional time to complete program _____ Term and Year of Completion		
Explain the circumstances for your time extension request. Please attach any additional documentation in support of your request (e.g., supporting letters from your adviser, physician, etc.).		
PART 4. APPROVAL		
Student Signature:	Date:	
Academic Advisor Signature:	Date:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Department Chair Signature:	Date:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Dean of College Signature:	Date:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied