

KU School of Education & Human Sciences Graduate Student Petition

Request of Program Time Extension Form TE

STUDENTS: Complete this side of petition, and give to your Advisor. Make a copy of the petition for your records before giving it to your advisor.

Note: Doctoral students must have their dissertation proposal approved and filed with the Graduate Division in order to be eligible for a time extension.

Name		KUID#
Address		
Telephone ()		EMAIL:
Your department (circle): C&T HSES EPSY SPED ELPS		Program:
Your advisor:		Advisor's EMAIL:
Degree sought:		
Date of first enrollment in degree program: ___/___/___		
Signature		Date:

Previous Extension(s) ___no ___yes If yes, please list date(s):	
Hours needed to complete the degree:	Graduate GPA in current program:
Date original time limit expires:	Expected graduation date:
Remaining program requirements or activities:	Timeline for completing each remaining requirement
1	1
2	2
3	3
4	4

Rationale (explain the circumstances that have led to the need for a program extension):

Advisor's Recommendation (required)	Approve	Deny
<i>Rationale for recommendation:</i>		
Signature		Date

Dissertation Committee Recommendation (required for doctoral program extensions)				
Name	Signature	Date	Approve	Deny

Department's Recommendation (required)	Approve	Deny
<i>Rationale for recommendation:</i>		
Signature		Date

Action of Associate Dean (required)	Approve	Deny
<i>Rationale for recommendation:</i>		
Signature		Date

Decision of SOE&HS Graduate Studies Advisory Committee (if required)	Approve	Deny
<i>Rationale for recommendation:</i>		
Signature		Date

Petition flow: Student → Advisor → Department → Graduate Division (SOE&HS) [→ GSAC]

Regarding Graduate Student Petitions for Program Time Extensions

The KU Graduate Catalog, published through the Office of Graduate Studies, stipulates the following regarding program time limits for graduate degrees in the School of Education & Human Sciences:

Master's Students: To ensure continuity of progress and currency of knowledge, there is a 7-year time limit for completion of master's degree requirements assuming satisfactory progress.. The Graduate Division has the authority to grant a 1-year extension for compelling reasons, on recommendation of the department/committee. If more than 8 years are requested, the appropriate appeals body of the school considers petitions for further extensions and, where evidence of continuous progress, currency of knowledge, and other reasons are compelling, may grant further extensions.

Because substantive and procedural differences exist among the programs, some may have more stringent policies on time extensions. Students should inquire about the specific policies in effect in the department or program in which they are completing their program.

Doctoral Students: To ensure continuity of progress and currency of knowledge, doctoral degree students normally complete all requirements for the degree in 8 years after first enrollment in a program leading directly to a doctoral degree. Except for the core requirement, course work submitted to complete doctoral degree requirements must be completed within school or departmental time limits or extensions thereto. The Graduate Division has the authority to grant a 1-year extension of the normal 8-year time limit for compelling reasons, on the written advice of the dissertation committee. If more than 9 years are requested, the appropriate appeals body of the school considers petitions for extensions and, where evidence of continuous progress, currency of knowledge, and other reasons are compelling, may grant further extensions. There is a 10-year limit on combined master's and doctoral degree programs.

Because substantive and procedural differences exist among the programs, some may have more stringent policies on time extensions. Students should inquire about the specific policies in effect in the department or program in which they are completing their program.

Extensions may be given to students who have been making good progress on their degree but who, for compelling reasons and with the support of their dissertation committee, require additional time to complete their dissertation. In acting on petitions for extensions, the School of Education & Human Sciences expects there to be a demonstration of progress on the dissertation (minimally, having a proposal on file with the Graduate Division), and that the dissertation committee believes there is a reasonable chance that the student can finish the dissertation within the time extension. While recognizing that some flexibility in its policy be permitted for extraordinary circumstances, the following policy is adopted:

A doctoral student must have her/his dissertation proposal approved and filed in order to be eligible for a time extension. (effective date: June, 2011)

The currency of students' knowledge and skills at the time when students require an extended program is of concern and this is the basis for this new policy.

Courses completed at the University of Kansas, or transfer credits from another university, will not fulfill graduate degree requirements in the School of Education & Human Sciences if these courses were completed over ten (10) years prior to the scheduling of the final defense. With the approval of their graduate program committee, students may petition the SOE&HS to accept out-of-date coursework to fulfill the requirements for their graduate degrees provided they are able to justify why this coursework meets the current standards of scholarship in the discipline.

It may be necessary for a student to revalidate or retake the doctoral (PhD/EdD) Comprehensive Oral Examination if it was taken more than five (5) years before an extension of time request.

Effective: Fall 2011