

UO ID _____ **Last Name** _____ **First Name** _____

UO Email _____ **Major** _____

Degree Level (check one): Masters Doctoral

Extensions are granted on a term-by-term basis. You will be required to submit a petition for each term you wish to enroll beyond your 7 year completion deadline. To ensure timely registration, please submit these petitions by week 6 of each term in which you require an extension (week 6 of Fall for extension to Winter and so on).

This is my:

Initial request: My completion deadline was (term/year) _____ **and I anticipate needing an extension through** (term/year) _____ **(Please provide attachments (1), (2), and (3))**

Quarterly renewal: I am renewing my extension with the intent to enroll for (term/year) _____ **(Please provide updated versions of attachments (2) and (3))**

SUPPORTING REASONS: (ATTACH SEPARATE PAGES)

- (1) Provide a statement of the reason why you were not able to meet the required deadline for completion
- (2) Provide a statement describing what parts of the dissertation have been completed and whether the committee has reviewed them
- (3) Attach a timetable that shows, on a month by month basis, the plan for completion. Include chapters still to be written, faculty review needs, revision, and expected defense date on this timetable.

Signature: _____ Date: _____

RECOMMENDATIONS AND ENDORSEMENTS

Advisor recommendation: Please submit a written statement of support for the above student's timetable including what you will require to ensure timely completion

Printed name: _____

Signature: _____ Date: _____

Dean/Department Head/DGS recommendation:

Printed name: _____

Signature: _____ Date: _____

Division of Graduate Studies Decision: Approved Denied

Signature: _____ Date: _____

Vice Provost or Designee