

Request for Waiver of Graduate Time Limit: Music Department Approval.

IMPORTANT: The purpose of this form is to obtain approval from the Music Department for you to request a waiver of your graduate time limit. You must submit the Graduate School's Waiver of Graduate Time Limit Google form in order to make the request, and this form is the supporting documentation you need.

Instructions

1. Speak with your advisor about extending your time. If your request is for more than one semester, your advisor and the GPD will work with you to draw up a contract that outlines all future milestones towards the completion of your degree work (including milestones for the completion of a dissertation) and the proposed dates by which you will have completed these tasks.
2. Complete and submit this form (and contract, if applicable) to the following people: the Graduate Program Director, Graduate Program Coordinator, and your advisor.
3. The approved form will be returned to you. At this time, locate the Waiver of Graduate Time Limit form on the Student Resources section of the Graduate School website.
4. Complete and upload this form to provide proof of Departmental Approval (attach this form at the following prompt: "please upload approval from your graduate program director").

Request for Waiver of Graduate Time Limit

Last Name: _____ First Name: _____ ID#: _____

Requested Extension

From: Semester ☐ Spring ☐ Summer ☐ Fall Year _____

To: Semester ☐ Spring ☐ Summer ☐ Fall Year _____

Previous extensions requested: ☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4+

Reason (add an additional page if space below is insufficient):

Graduate Program Signature: _____ Date: _____

(This may be the GPD, GPC, or Chair ONLY)