

**OFFICE OF UNIVERSITY GRADUATE STUDIES  
APPEAL FOR GRADUATE PROGRAM TIME EXTENSION\***

**Directions:** Complete this form, attach all requested materials, and send to Room 220 Morris Hall-Graduate Studies. Attach graduate transcripts and your letter of appeal. Your appeal letter must include a timeline for completion of remaining degree requirements that has been approved by your major graduate advisor or graduate program director.

The Associate Vice Chancellor for Academic Affairs will take action on this appeal only if the requested time extension falls within one academic year (2 semesters and 1 summer session) of the original expiration date and if the request is a first appeal for time extension. Exceptions will be forwarded to the Graduate Council for action. Written notification regarding the decision will be sent to the student by the Associate Vice Chancellor for Academic Affairs.

Student's Name: \_\_\_\_\_ ID# \_\_\_\_\_ Program: \_\_\_\_\_

Current Address: \_\_\_\_\_  
Street City State ZIP

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Original 7-Year Expiration Date: \_\_\_\_\_ Request Extension Until: \_\_\_\_\_  
Semester/Year Semester/Year

Check One: First Appeal: \_\_\_\_\_ Second Appeal: \_\_\_\_\_

If previous time extension was approved, please list term/year of revised degree completion: \_\_\_\_\_

Major Advisor's Statement (or attach a typed statement):

Signatures

Approve

Disapprove

\_\_\_\_\_  
Major Graduate Advisor Date

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Graduate Program Director Date

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Dean of College Date

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Associate Vice Chancellor for Academic Affairs Date

\_\_\_\_\_

\_\_\_\_\_

**\*The reverse side of this form is completed by the Assistant to the Dean of your College.**

Revised 6/14/2010

**OFFICE OF UNIVERSITY GRADUATE STUDIES  
GRADUATE PROGRAM CREDIT CHECK/TIME TO DEGREE COMPLETION SHEET\***

Student's Name: \_\_\_\_\_ ID#: \_\_\_\_\_ Program: \_\_\_\_\_

ACADEMIC YEAR	FALL	"J"TERM	SPRING	SUMMER	TOTAL CREDITS
2003-2004	FALL 03 _____	JAN 04 _____	SPR 04 _____	SUM 04 _____	_____
2004-2005	FALL 04 _____	JAN 05 _____	SPR 05 _____	SUM 05 _____	_____
2005-2006	FALL 05 _____	JAN 06 _____	SPR 06 _____	SUM 06 _____	_____
2006-2007	FALL 06 _____	JAN 07 _____	SPR 07 _____	SUM 07 _____	_____
2007-2008	FALL 07 _____	JAN 08 _____	SPR 08 _____	SUM 08 _____	_____
2008-2009	FALL 08 _____	JAN 09 _____	SPR 09 _____	SUM 09 _____	_____
2009-2010	FALL 09 _____	JAN 10 _____	SPR 10 _____	SUM 10 _____	_____
2010-2011	FALL 10 _____	JAN 11 _____	SPR 11 _____	SUM 11 _____	_____
2011-2012	FALL 11 _____	JAN 12 _____	SPR 12 _____	SUM 12 _____	_____
2012-2013	FALL 12 _____	JAN 13 _____	SPR 13 _____	SUM 13 _____	_____
2013-2014	FALL 13 _____	JAN 14 _____	SPR 14 _____	SUM 14 _____	_____
2014-2015	FALL 14 _____	JAN 15 _____	SPR 15 _____	SUM 15 _____	_____
2015-2016	FALL 15 _____	JAN 16 _____	SPR 16 _____	SUM 16 _____	_____
2016-2017	FALL 16 _____	JAN 17 _____	SPR 17 _____	SUM 17 _____	_____
2017-2018	FALL 17 _____	JAN 18 _____	SPR 18 _____	SUM 18 _____	_____
2018-2019	FALL 18 _____	JAN 19 _____	SPR 19 _____	SUM 19 _____	_____
2019-2020	FALL 19 _____	JAN 20 _____	SPR 20 _____	SUM 20 _____	_____
2020-2021	FALL 20 _____	JAN 21 _____	SPR 21 _____	SUM 21 _____	_____
2021-2022	FALL 21 _____	JAN 22 _____	SPR 22 _____	SUM 22 _____	_____
2022-2023	FALL 22 _____	JAN 23 _____	SPR 23 _____	SUM 23 _____	_____

Transfer credits earned in other programs at UW-L were earned during semester(s):

\_\_\_\_\_

Transfer credits earned at other-schools/universities were earned during semester(s):

\_\_\_\_\_

**Note: A maximum of 7 consecutive years (14 semesters and 7 summer sessions) can be included before a "time extension" is required for program completion.**

Signature of Assistant to the Dean: \_\_\_\_\_ Date: \_\_\_\_\_