
Retaking Comprehensive Exam for Dissertation Extension

Student

ID Number

Department

Major

Extension Guidelines

Doctoral students may take up to five years from the term in which comprehensive exams are taken and passed to complete their dissertation work. A one year emergency stop-out may be requested by the student. An additional extension of two years beyond the 5+1 year limit would require **successful completion of a second comprehensive exam (or equivalent) that is scheduled, taken, and graded within one term of the expiration of the 5+1 year limit. The two years will begin in the term after the second comprehensive exam (or equivalent) is passed. Failure to pass the second comprehensive exam (or equivalent) will terminate the dissertation process.**

Re-test Date: _____

New Dissertation Deadline: _____ (Term/Year)

Student

Signature

Date

Dissertation Committee Chair

Signature

Date

File copy in the candidate's folder in the major department. A copy of the form should be included with the candidate's Graduation Application.