
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. During the stop-out the student must register for a minimum of 1 hour of dissertation credit per term. An additional extension of two years beyond the 5+1 year limit would require **successful completion of a second comprehensive exam 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 is passed. Failure to pass the second comprehensive exam will terminate the dissertation process.**

Re-test Date: _____

New Dissertation Deadline: _____ (Term/Year)