Program Requirements Extension Request

Student's Name: **Student ID:**

Program Start Date (year and month):   **Program**:   **MSc**   **PhD**

The following documents are attached:

Reason for request for program requirements extension *(to be completed by the student*). *Please attach a letter explaining why the program requirements were not met, and a clear strategy to complete the outstanding requirement(s).*

Supporting letter *(to be completed by the supervisor). Please provide a summary and comments on the student's progress to date, as well as concerns expressed to the student by the supervisor and/or supervisory committee members. Indicate whether the student's proposed timeline to complete the outstanding program requirements is reasonable and whether it has the support of members of the supervisory committee.*

PhD Students: *Attach a completed [Doctoral Program Three-Year Progress Requirements Extension](#) signed by the student and supervisor. The graduate coordinator will sign if the extension request is approved.*

I commit to complete all of my outstanding program requirements by

Signature of Student	Date

I support the student's plan to complete the outstanding program requirements.

Supervisor Name	Signature of Supervisor	Date

Submit to the LMP Graduate Program office (LMPgrad@ualberta.ca) **1 month before** *the program requirement deadline.*