



Faculty of Graduate and Postdoctoral Studies (GPS) Policy Concerning a Second or Subsequent Request for a Program Extension

Aside from the GPS form that must be completed by the student and supervisor(s), the following documentation must be provided to GPS:

- From the student: An explanatory letter outlining the reasons for the delay in progress.
- Timeline of work completed since the last program extension was approved. Please create a chart with dates on one side and tasks completed on the other.
- Timeline to program completion. Please create a chart with dates on one side and tasks to be completed on the other.
- From the supervisor: An explanatory letter summarizing the student's progress to date, and supporting the request for an extension as well as the timeline proposed by the student.

The supporting documents may be submitted by email along with the GPS form to nugrad@ualberta.ca.

[Program Extension Request](#)