

## PETITION FOR EXTENSION OF SEVEN YEAR LIMIT COMPLETE ENTIRE FOMR BEFORE SUBMITTING PETITION

Name:	Graduate Program/Major:
Student ID:	Graduate Advisor/Coordinator:
Email address:	Advisor/Coordinator Email:
Date:	Semester of Admission:
Make sure to update your mailing address on your Student Center.	Expected Graduation Term:

## Section I. Justification

Brief explanation for not completing the degree within the seven-year limit.

## Section II. Recertification of Expired Courses

Recertification Methods: the following methods can be used to re-certify expired coursework.

- 1. Written examination: A memo from the department that includes evaluators name, questions, and results of the examination(s) upon submission.
- 2. Professional Activity: Demonstrating currency in the field with professional experience. Attach the current resume/CV and personal statement related to career experience and how the professional activity supports the currency of each expired course.
- 3. Course Repeats: Substitution or repeating coursework listed on ATC form.

I request validation of the following outdated course(s):

## List course(s) and course details for expired coursework. IF MORE SPACE NEEDED ATTACH SHEET

Dept. & Course No.	Course Title	Semester/Year Taken	Grade	Recertification Methods
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	L	ist	cou	rses	to	be	recertifie	d t	hrough	course	rep	eats	or	substitu	tions.
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	Dept. & Course No.	Course Title	Col	urse com	pleted by Semester/Year
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Signatu	re			Date	
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		•		Date	<u> </u>
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			Decision ☐ Approve	<u> </u>	☐ Deny
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Dean o	f Division of Gradu	uate Studies/Designee			
Signatu	re			_ Date	
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<sup>\*\*</sup>Please note: In accordance with the *Title 5, California Code of Regulations*, a ONE-TIME ONLY extension of the seven-year limit may be granted to complete the requirements for the degree. Students will be held to the deadline by which they indicate they plan to graduate. No further extensions may be granted.