# Master’s Degree: Program-Wide Exception to

# the Maximum Time Limit

***Directions:*** *Use this form to request a program-wide exception to the maximum time limit for earning the master’s degree as stated in* ***Administrative Policy: Master’s Degree: Performance Standards and Progress****. Exceptions may be requested based on accreditation requirements, national standards of the field, interdisciplinary nature of the program, or similar arguments.*

*The completed, signed form should be routed to Erin Slattengren, Office of the Executive Vice President and Provost, 234Morrill Hall, 100 Church Street SE, Minneapolis, MN 55455.*

*The form, once approved by the Office of the Provost, will be in effect for five years, at which time the request must be resubmitted for review and approval.*

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| **Name of program(s):**       | **College requesting the exception:**       |
| **Please identify the need for students in the specified program(s) to exceed the standard maximum time limit for earning the master’s degree.**      |
| Request that the maximum time limit for completion of all degree requirements and awarding of the degree for students in the specified program(s) be within       calendar years after initial enrollment in the graduate program. |

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| **Additional Information (optional):**       |

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| Preparer (please print):      | Date Prepared:       | Phone #:      |
| DGS (please print):      | DGS’s signature:  | Date approved:      |
| Collegiate Dean (please print):      | Collegiate Dean’s signature:  | Date approved:      |
| VP and Dean of Graduate Education (please print):      | VP and Dean of Graduate Education’s signature:  | Date approved:      |

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| **Provost’s Office:**       | **Date Approved:**       |