

## FGS Regulations – Masters

### Time Extension

A Time Extension in a graduate program will be granted for exceptional circumstances on a per term basis up to a three-term limit (four for doctoral students).

#### First Term Time Extension

Recommendations for the first term beyond the allowed Period of Study originate with the Supervisor for approval by the academic unit/program. It is the responsibility of the academic unit/program to send notice, including reasons for this approval, to the Faculty of Graduate Studies.

#### Second Term and Final Term Time Extensions

Recommendations for the second term and for the final term beyond the allowed Period of Study will be forwarded by the academic unit/program to the Faculty of Graduate Studies Council for consideration and final approval.

**These requests will be considered on an individual basis by the Leave/Extension Committee, which will in turn make a recommendation to the Faculty of Graduate Studies Council. The decision to accept, vary, or reject a request lies solely at the discretion of the Faculty of Graduate Studies Council.**

A graduate student who does not complete all requirements within one of the prescribed Periods of Study and does not receive an approved Time Extension is considered to have failed the program, unless the student applies for and is granted re-admission to the program.

A graduate student who does not successfully complete a graduate degree within the prescribed Period of Study and after all approved Time Extensions, must apply for re-admission to the Program and pay the application fee. The academic regulations and program requirements in effect at the time of re-entry to the Program shall apply.

**A graduate student who is on a Time Extension is not eligible for funding.**