

UCI School of Education | Ph.D. in Education Program

Extension Request for Doctoral Advancement to Candidacy

Students in the Ph.D. in Education program are expected to advance to candidacy no later than fall quarter of their fourth year. If a student cannot complete the dissertation proposal by this deadline and their dissertation advisor agrees, the student may petition the Ph.D. Steering Committee for an extension of **no more than one term**. Extension requests must be received by 5:00 p.m. on Friday of week 7 of the fall quarter in order for the Ph.D. Steering Committee to review it in a timely manner. Extension requests can be emailed or hand delivered to Geneva Lopez-Sandoval (lopezg@uci.edu) office room # 2207. Under normal circumstances, this petition may not be further extended and failure to complete the work in accordance with the agreed upon timeline will result in not being advanced to candidacy, which will affect the student's eligibility for on-campus employment (e.g. GSR/TA/Reader) or receive fellowship. If the student is enrolled in Education 295 in the fall of their fourth year and does not advance to candidacy, they will receive an incomplete until the dissertation proposal is successfully defended.

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|--|---------------------|------------------------------|
| Date | Student Name | UCI email |
| Faculty Advisor Name | | Faculty Advisor email |
| <p>Please explain why you are requesting an extension (be as specific as possible). Attach an additional piece of paper if more space is needed.</p> | | |
| <p>Please list your advancement committee members.</p> | | |
| <p>Please state your projected date of advancement and provide a timeline of action/ steps you will take to meet this new deadline. Attach an additional piece of paper if more space is needed.</p> | | |
| <p><input type="checkbox"/> I, _____, understand that I must complete the work in accordance with the agreed upon timeline above and failure to do so will result in not being advanced to candidacy, which may affect my eligibility to receive on-campus employment or fellowship funds.</p> <p>_____</p> <p>Student Signature</p> | | |
| <p><input type="checkbox"/> I, _____, support this request for an extension and confirm that the student will defend their dissertation proposal by the new proposed deadline. Please provide additional information that will help the committee make a decision on this request by sending an email to Geneva Lopez-Sandoval at lopezg@uci.edu.</p> <p>_____</p> <p>Faculty Advisor Signature</p> | | |

For Ph.D. Steering Committee use only: Approved Denied Contract Needed

Faculty Director Signature, Ph.D. in Education