

**REQUEST FORM FOR AN EXTENSION OF THE DISSERTATION DEADLINE**

(FOR POSTGRADUATE MASTER COURSES)

*To be submitted to Home Faculty/Institute/Centre/School at least two weeks prior to the end date.***Student Details**Full Name: \_\_\_\_\_  
*Last* *First* *Student I.D / I.D Card No.*Course and  
Year of Entry: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**Details of Request**Reason for requesting an extension: *(Please attach any relevant documentation, if applicable)*\_\_\_\_\_  
\_\_\_\_\_

- First extension (up to six months) - Faculty/Institute/Centre/School board approval required; no fees apply.
- Further extension (maximum up to two years) – Board and Senate approvals required; fees applicable\*\*.

**Supervisor Details (if applicable)**

Full Name: \_\_\_\_\_

Recommendation by Supervisor:

\_\_\_\_\_  
\_\_\_\_\_*Please forward a recent progress report to the Faculty/Institute/Centre/School Office*

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**For Office Use ONLY**First Extension:  Approved  Rejected by F/I/C/S Board Date: \_\_\_\_\_Period approved: *(eg: 3 months)* \_\_\_\_\_ Further extension referred to Students' Request Committee (if applicable) Date: \_\_\_\_\_ Approved  Rejected by Students' Request Committee Date: \_\_\_\_\_ Extension of studies granted due to the pandemic (COVID-19) situation

Comments: \_\_\_\_\_

Original Submission deadline: \_\_\_\_\_ Extended Submission deadline: \_\_\_\_\_