



The
University
of Sargodha

APPLICATION FOR A TIME LIMIT EXTENSION (MS/MPhil/PhD Students)

Please ensure that all parts of the form are completed to avoid delays in processing your application.

1. Student's details:

Full Name and Correspondence Address: _____ _____ _____	Registration No:	Department:
	Registration Date:	Programme of Study:
	Session:	Semester:
	Current Time Limit:	

2. Application for an Extension to the Time limit:

Length of Extension Requested (in months)		From (date)		To (date)	
Please specify the reason for your application for a time limit extension: Please tick the relevant box.					
Extend the time- limit for your coursework		Extend the time- limit for the submission of your thesis			
Extend the time- limit for the submission of your minor amendments		Extend the time- limit for the re-submission of your thesis			
Is this your first request for extension? Yes No- Please indicate the number of months previously approved					
Detail the stage at which the coursework/thesis currently stands: attach additional sheet if necessary					
Reason for the non-completion of coursework/thesis:					
Timetable of work to be carried out during the proposed period of extension: attach additional sheet if necessary					
Signature of Student:				Date:	

Continued Overleaf

3. Supervisor's Statement:

Please indicate here whether or not the student's application is supported (attach additional sheet if necessary) please note that this information will be released to the students

<p>Name of Supervisor(s)</p> <p>Signature of Supervisor(s)</p>	<p>Recommendations by the Head of the Department:</p> <p>Signature of the head of the Department:</p> <p>Official Stamp:</p>
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Please forward completed form to Advance Study & Research Board (AS&RB).

4. For Office Use only:

Confirmation of Status:

Approved by Advance Study & Research Board (AS&RB):	Yes	No
Revised candidature details:		
Period of extension approved (in months):		
From:	To:	

This document is not valid without the signature of the Supervisor/ Head of the department.

Note: Students are strongly encouraged to complete their coursework/ thesis within the normal period of registration, if possible, and definitely within the specified maximum time limit. Details of time limits for all research degrees and modes of attendance are available in the MS/MPhil & PhD Regulations of the University of Sargodha.