



## **Kutztown University Policy ACA-089**

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### **Time Limitations – Graduate Degree Completion**

#### **A. Purpose**

The purpose of this policy is to define the time limits for the completion of graduate coursework and research for graduate degree programs at Kutztown University.

#### **B. Scope**

This policy applies to all graduate students.

#### **C. Key words and phrases:**

None.

#### **D. Policy & Procedure(s)**

Beginning the first semester of registration in a degree program, all requirements for a master's degree at Kutztown University must be completed within six (6) years. Students in counselor education degree programs have eight (8) years to complete all degree requirements.

Doctoral students have seven (7) years to complete all degree requirements.

If needed, a time extension petition for graduate study can be submitted to the Graduate Exceptions Committee. This form must be accompanied by a written explanation documenting the need for the request.

#### **E. Effective Date**

Fall 2017

#### **F. Approved By**

Endorsed by University Senate – May 4, 2017

Approved by University President – May 16, 2017

#### **G. Last Reviewed**

August, 2018; August, 2019; August, 2020