**University of Pretoria, Faculty of Natural and Agricultural Sciences**

**Application for extension of study period**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **MSc and PhD** | | | | | | | | | | | |
| Student number | |  | |  |  |  |  |  |  | |  |
| Initials and surname | |  | | | | | | | | | |
| Title | |  | | | | | | | | | |
| Study programme | |  | | | | | | | | | |
| Year of study | |  | | | | | | | | | |
| Postal address | |  | | | | | | | | | |
| Email address | |  | | | | | | | | | |
| Tel | |  | | | | | | | | | |
| Mobile phone | |  | | | | | | | | | |
| **Student Attach Letter of Explanation and Gantt chart\*** | | | | | | | | | | | |
| Planned date of completion | |  | | | | | | | | | |
| Signature | |  | | | | | | | | | |
| Date | |  | | | | | | | | | |
| **Supervisor Comments** | | | | | | | | | | | |
| (Indicate special conditions or reasons for concern) | | | | | | | Full-time\*\* | | | Part-time\*\* | |
|  | | | | | | |  | | |  | |
| Name | | | Signature | | | | Date | | | | |
|  | |  | | | | |  | | | | |
| Planned date of completion | |  | | | | | | | | | |
| **HoD Comments and Recommendation** | | | | | | | | | | | |
| Progress acceptable | | | No communication | | | | Reason for concern | | | | |
|  | | |  | | | |  | | | | |
| Name | | Signature | | | | | Date | | | | |
|  | |  | | | | |  | | | | |
| **Dean Decision** | | | | | | | | | | | |
|  | | | | | | | | | | | |
| Name | Signature | | | | | | Date | | | | |
|  |  | | | | | |  | | | | |

\*The Gantt chart should outline how the student will ensure completing his/her degree in one additional year.

\*\*Please note that no special concessions exist for part-time students.