

**GTU COMMON MA PROGRAM
 THESIS FILING / ORAL EXAM EXTENSION AGREEMENT**

This agreement outlines specific conditions under which a student may defend and file the M.A. thesis (or take the MA in Biblical Languages oral exam) and graduate in a given term without registering or paying continuing fees for that term. The student completes the form and submits it to the Dean of the School of Affiliation anytime prior to the defense or exam date. The Dean of the School sends a copy of the completed form to the GTU Dean's Office for review and filing, and keeps the original to track student's fulfillment of this agreement.

Name: _____ Phone: _____

School of Affiliation: _____ Area: _____

- MA student MA student in Biblical Languages

You may use this form if you have already...

- satisfied all course requirements for the MA (including 6 units of thesis work, for those writing a thesis),
- met the tuition/residency requirement (48 units at full MA tuition),
- completed a Program Checklist with the MA Program Coordinator,
- asked each member of your thesis/exam committee if they are *willing and available* to work with your proposed schedule
 (NOTE: thesis committee or oral exam members are not obligated to serve during breaks in the academic calendar.)

AND you plan to...

- defend your thesis/take your exam by the end of Late Registration in the semester you wish to graduate **AND**
- file the thesis by the filing deadline of that semester (not for MA students in Biblical Languages)

PLEASE READ CAREFULLY BEFORE SIGNING.

AGREEMENT

I will **defend** my thesis or **take** the oral exam by _____ (see Extended Calendar for deadline)

I will **file** my thesis by (not applicable to MA students in Biblical Languages) _____ (see Extended Calendar for deadline)

I plan to **graduate** in the _____ semester

I agree to pay full continuing registration fees to my school of affiliation for the _____ semester IF I do not meet the defense/exam or filing deadlines above. I understand that I will not be permitted to graduate until (1) the thesis is filed by the deadline in the GTU Assistant Dean's Office (LeConte building, 3rd floor) (not for MA students in Biblical Languages) and (2) I have fulfilled all outstanding financial obligations to my school.

 Student Signature

 Date

APPROVALS

On behalf of this student's thesis/exam committee, I agree to work with this student according to the schedule above.

 Thesis Committee Coordinator or Primary Examiner

 Date

I approve this student's request for an extension and agree to collect said fees should the student fail to meet these deadlines.

 Dean of School of Affiliation Signature

 Date