



Health Sciences
School of Nursing

ACADEMIC POLICIES AND PROCEDURES FOR THE GRADUATE PROGRAM

Statute of Limitations/Leave of Absence

Date Effective	September 1992
Date Reviewed / Revised	February 2025
Program Level	Graduate

POLICY:

Requirements for the master's degree must be completed within a period of five consecutive calendar years from the student's first enrollment for courses required for the degree after admission to degree-seeking status.

Dual degrees and joint degrees that require course work in excess of 50 credit hours may be granted a longer statute of limitations by the University Council on Graduate Study.

Requirements for doctoral programs must be fulfilled within a period of ten (10) consecutive calendar years from the student's initial registration for graduate study; or, for those students holding a master's degree, within a period of eight consecutive calendar years from the first term of enrollment for credits that count for the doctoral degree after admission to degree-seeking status.

Under exceptional circumstances, a student may apply for an extension of the statute of limitations or a leave of absence.

Under special conditions, graduate degree students may be granted one leave of absence. A maximum leave of two years may be granted to doctoral candidates or one year to master's candidates.

PROCEDURE:

An application for an extension or leave of absence must state the reason for the delay, provide evidence of continuing progress toward completion, and include a plan and proposed completion date. The request must be approved by the Major/Area of Concentration Coordinator and

submitted with a supporting letter to the appropriate Associate Dean or designee for final action, with a copy to the Center for Student Success for the student's file.

Each student requesting an extension or leave must be prepared to demonstrate proper preparation for the completion of all current degree requirements.

APPROVAL & REVISION HISTORY

Approved by Total Faculty Organization: 5/88, 5/04, 10/08, 01/10, 01/13, 02/16, 3/22, 2/25

Approved by Graduate Council: 1/81

Revised/Reviewed: 97-98, 03-04, 07-08, 09-10, 12-13, 15-16, 21-22, 02/25