



Out Of Time Students 2022-2023 Academic Year Registration Request

Student #: 001045805

Name: Curtis D'Alves

Academic Program: GENPH

Academic Plan: COMPSCPHD

The details regarding the permissible time limits are in the 2022/2023 Graduate Calendar and they are summarised below:

Sections 3.3.2 & Section 3.4.2 - Program Progression

Students who run past the allotted time for program completion can be considered either Overtime or Out of Time and the term counts for each are as follows:

Students are considered Overtime when they reach more than:

*6 terms for a full-time Masters
9 terms for a part-time Masters*

*12 terms for a full-time Ph.D.
18 terms for a part-time Ph.D.*

Students are considered Out of Time when they reach more than:

*9 terms for a full-time Masters
15 terms for a part-time Masters*

*18 terms for a full-time Ph.D.
24 terms for a part-time Ph.D.*

Students who are Out of Time will be “withdrawn in good standing due to time limit” as of December 31, 2022 and will not be allowed to register for Winter 2023. Under the current regulations, a student who is “withdrawn in good standing” will need to apply for re-admission and pay a \$125 fee for their application to be reviewed and approved by the Associate Dean. If the student returns for the sole purpose of defending their thesis (if applicable), they must provide their planned defence date on the form and will be assessed the ‘Re-admit to Defend’ tuition fee (see section 4.1.5 of the Graduate Calendar). If a student needs more than one term to finish they should be “re-admitted to program” and pay regular fees until all the program requirements are complete.

If the student does not want to be withdrawn, a formal written request from the student’s Supervisor (if applicable) and/or Program/Department Approver indicating the rationale for allowing the student to register in Winter 2023, for one term only, must be received by December 14, 2022. The recommendation should be based on whether the student is likely to finish all degree requirements, including defense and the final submission of the thesis to *MacSphere* (if applicable), by April 30, 2023. The Supervisor and/or the Program/Department Approver may use the space below for this request or they can provide a letter to be attached to the Service Request if more space is required.

Request for registration for student that is Out of Time effective January 1, 2023

Supervisor/Department Comments:

Approvals

	Printed Name	Signature	Date
Supervisor			
Departmental Approval			

Completed Out of Time Students Registration Requests should be submitted via Service Request R0014