

## 509.11 Graduation Requirements

(no changes to first three paragraphs)

Bolded text indicates sentences particularly needing discussion

### Time Limits

Master's students are required to complete their degrees within seven consecutive calendar years from their date of first enrollment; doctoral students are required to complete their degrees within ten calendar years. Individual graduate programs may set stricter timeline requirements.

Students who need time off from their degrees due to military service, health problems, family care issues, or other approved reasons can stop their time-to-degree clock by requesting a leave of absence. **A leave of absence will not ordinarily be granted for more than one academic year. (See Policy 509.12, Leave of Absence, on next page)** The leave of absence must be approved by the student's graduate coordinator and the Graduate School.

*(All new text from this point on)*

If students exceed the 7-year time limit for a master's degree or the 10-year time limit for a doctoral degree, they must petition the Graduate School for a time extension with the approval of their program coordinator. If there has been a lapse of enrollment of more than 2 years, students must reapply for admission to their degree program and will be admitted under the catalog requirements of the year they reapply. This may mean that they will be required to complete additional or different courses than those required when they were first admitted.

In addition, it is important that the student's degree coursework reflects the department's current offerings. If the student has been separated from the program for more than two years without an approved leave of absence, and if some of the student's coursework is now more than 7 years old (for a master's student) or 10 years old (for a doctoral student), the student and the program coordinator must submit a new degree plan to the Graduate School specifying how many new courses the student must complete to become current and providing a timeline for completion. If there has been a lapse of enrollment of at least 7 years for a master's student or 10 years for a doctoral student — such that the entire degree has technically “timed out” — **the program coordinator must require that the student take at least 18 hours of new coursework or research hours in order to graduate with the degree.**