

Rutgers University
Music Department

Graduate Extension of Program Application

This form is for current students in graduate programs of the Music Department who are over the time limit for their programs. According to the Music Department Graduate Handbook, the time limits of programs are as follows in numbers of semesters since beginning each program:

- Master of Music – 8 semesters
- Doctor of Musical Arts in Music Education – 14 semesters
- All other Doctor of Musical Arts programs – 10 semesters
- Artist Diploma – 10 semesters
- Master of Arts – 6 semesters
- Doctor of Philosophy 14 semesters (including 6 semesters of MA)*

In order to continue in these programs beyond these time limits, students must formally petition the Graduate Oversight Committee or the SGS Music Department Faculty for an extension. Students in MM, DMA, AD, and MA programs should use this form. *Students in the PhD program should fill out the [SGS Extension of Time Application](#).

If students who are beyond the time limit for their programs do not submit this form, they will not be permitted to register for future semesters and will, therefore, be administratively withdrawn from the program.

The application will be reviewed by the school in the September meeting of the Graduate Oversight Committee. Possible outcomes of this process include:

- **Rejection** – the student will not be allowed to continue in the program.
- **Request for further information** – the student will be instructed to reapply if the faculty feels that insufficient information is presented in the current petition.
- **Permission with stipulations** – the student is permitted to continue the program, but with specific requirements articulated by the evaluating committee.
- **Permission as applied** – the student is permitted to continue in the program, adhering to the plan proposed in this application.

Any questions about this process should be directed to the Advisor of Graduate Studies, Robert Grohman, at rgrohman@mgsa.rutgers.edu

Current degree requirements are accessible in the [Music Department Graduate Handbook](#)

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| Name: | | RUID: | |
|-------|--|-------|--|

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|----------|----|-----|----|----|
| Program: | MM | DMA | AD | MA |
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| Semester of first registration: | |
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| Semester of most recent registration: | |
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| Applied teacher (if applicable): | |
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| Advisor of lecture-recital, thesis or dissertation (if applicable): | |
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| List of requirements completed, including progress on large projects: |
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| List of requirements remaining: |
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Please use this space to provide any relevant explanation for your delay in completing the degree as well as explaining, in detail, your proposed plan for completing the remaining requirements of your program, including dates by which you will reach individual remaining milestones. You may attach a separate written statement if you require more space.

Final date by which I commit to completing all requirements:

I acknowledge that, if I am granted the permission to resume the program and I do not complete all requirements by the date above, I may be permanently administratively withdrawn from the program.

Name

Date